![Adobe logo]

User Guide

Adobe® GoLive™

version
4.0

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Chapter 1   Welcome to Adobe GoLive

Welcome to Adobe GoLive, the complete solution for HTML layout, design, and Web site management. It gives Macintosh users unprecedented creative control and flexibility when designing a Web site. Adobe GoLive lets graphic designers and publishers visually design and manage a professional-quality Web site—including the latest multimedia features—without any HTML programming. Yet Adobe GoLive includes HTML source-code and JavaScript tools, which help Web designers and programmers integrate interactivity into their sites. Designed with the future in mind, Adobe GoLive also supports Cascading Style Sheets, Dynamic HTML, and QuickTime™, three proven technologies that give Web designers a wealth of new creativity tools.

How to Navigate Through This Manual

The nineteen chapters of this manual reflect the major activities Web publishers and Web masters can cover using Adobe GoLive:

- The present chapter, *Welcome to Adobe GoLive*, outlines basic system requirements, tells you where to find installation instructions, and contains registration and support information. This chapter also includes basic program maintenance instructions.
- The *Adobe GoLive QuickStart Guide* chapter outlines the basic steps for using Adobe GoLive.
- The *Adobe GoLive Basics* chapter contains briefly describes the most important features built into Adobe GoLive.
- *Building Web Pages* provides step-by-step instructions for page design, highlighting Adobe GoLive's powerful tools in the process.
- The *Dynamic HTML* chapter describes Adobe GoLive's basic and advanced DHTML tools that let users animate Web pages with drag & drop ease.

- The *Cascading Style Sheets* chapter introduces Web style sheets and provides instructions for using Adobe GoLive's user-friendly implementation of the Cascading Style Sheets technology.
- *QuickTime Authoring* explains Adobe GoLive's multimedia authoring environment for time-based data.
- *Working with Frames* introduces the user to HTML frames.
- The chapter *Working with Forms* describes Adobe GoLive's built-in tools for building fill-in forms.
- *Working with Head Tags* provides instructions on how to control browsers and use specific head tags.
- *The Color Palette* chapter presents Adobe GoLive's drag & drop coloring tool.
- The *Using the Outline Editor* chapter introduces the *Outline Editor*, one of Adobe GoLive's powerful page-editing tools.
- *Using the Source Editor* tells experienced users how to use the *Source Editor* and the extra scripting capabilities available by using AppleScript®.
- The *Previewing Your Work* chapter explains how Adobe GoLive helps you preview your work—with and without a Web browser.
- The *Find & Replace* chapter presents Adobe GoLive's powerful tools for finding and replacing text.
- *Spellchecking Your Work* covers the use of this tool.
- *Managing Web Sites with Adobe GoLive* explains how to use the advanced graphical site management tools built into Adobe GoLive.
- *The Web Database* introduces Adobe GoLive's *Web Database*.
- The *Web Technology Support* chapter explains how Adobe GoLive helps Web authors handle non-HTML code in Web pages.

In addition, three appendixes with reference information follow the final chapter:

- *Shortcuts* lists keyboard and mouse shortcuts you may find useful when working with Adobe GoLive.
- *Visual Index* is a visual guide to the objects on Adobe GoLive's *Palette*.
- *Creating Actions* is a guide to JavaScript developers who wisk to write their own scripted actions for Adobe GoLive's DHTML authoring environment.

A separate manual, *Using WebObjects with* Adobe GoLive, included in the standard package, describes Adobe GoLive's WebObjects editing tools.

Symbols

Throughout this manual, look for these symbols to learn more about Adobe GoLive:

The *Caution* symbol alerts you to special background information that helps you use Adobe GoLive more efficiently.

The *How To* symbol marks step-by-step instructions on using Adobe GoLive.

The *Multiple Paths* symbol indicates alternative ways to achieve a given goal.

System Requirements

Adobe GoLive runs on any Apple Power Macintosh™ or 100% compatible computer with a minimum of 16 Megabytes (MB) of free RAM (random access memory). As a rule of thumb, we recommend a memory allocation of at least 24 MB. Adobe GoLive requires approximately 26 MB of storage space on your hard disk when installed with the complete set of standard modules shipped with the software.

Adobe GoLive requires Mac® OS 8.0 or later installed on your system. To use all Adobe GoLive features, be sure you have the following system extensions and control panels installed on your Macintosh and selected in the *Extensions Manager* control panel:

- QuickTime™ and QuickTime Power Plug, Version 3.0 or later
- Sound Manager, Version 3.3 or later
- AppleScript system extension
- Text Encoding Converter system extension
- Text Encodings folder (in System folder)
- Apple Guide™ system extension

Upgrading Information

Note the following information if you are upgrading from an earlier version or a trial version of Adobe GoLive:

- If you are upgrading from a Trial version of Adobe GoLive to a Purchased version, please select Register Adobe GoLive from the Trial menu and enter your activation key. It can be found in the

email confirming shipment of your order if you ordered the "Download +" package direct from Adobe GoLive. Otherwise, it can be found on the Registration card.

- If you are updating from Version 2.x to Version 4, be sure to drag the following items out of the Adobe GoLive 2.x *Modules* and *Plug Ins* folders before you move the old version to the Trash:
  - items you have stored in the *Custom* tab of the *Palette (these* are contained in the *Palette* file)
  - any personal dictionaries you have created
  - plugins from the 2.x *Plug Ins* folder

Note that the HTML tag database from version 2 is not compatiable with version 4 and can't be moved.

- Existing project files from earlier versions must be updated for use in Adobe GoLive 4. Chapter 17, *Managing Web Sites with Adobe GoLiv*e, presents step-by-step instructions for updating Adobe GoLive project files (see *Part 29 — Using Adobe GoLive Project Files*).

Installation

For instructions on how to install Adobe GoLive, please refer to the *Read Me First!* file on the CD-ROM.

Maintaining Your Application

When installing Adobe GoLive, the installer program copies either of two default sets of program files to your hard disk, according to the preferences you select in the installer window. The following section briefly describes the application files and folders and their respective locations on your hard disk, letting you keep track of what goes where when you install the program.

This section also describes the *Modules Manager*, which lets you customize the application by disabling or enabling individual program modules from within the *Preferences* dialog box.

What Goes Where When Installing Adobe GoLive?

The Adobe GoLive installer program copies all files to the Adobe GoLive program folder.

Items in the Adobe GoLive Program Folder

The following screenshot shows the contents of the Adobe GoLive program folder after installation.

The Adobe GoLive Program Folder after Installation
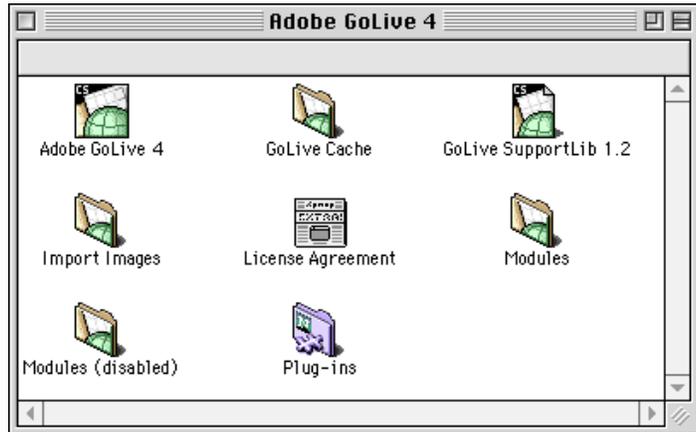
Here is a brief explanation of the program components and their respective functions:

Component	Function
Adobe GoLive 4	This is the application program file. Program maintenance may require that you select this icon in the Finder, open the *Information* dialog box, and change the program's memory allocation. For more information, please refer to the Mac OS documentation that came with your computer.
Adobe GoLive Cache	Adobe GoLive uses this folder for intermediate storage of image files at runtime.
Modules	Adobe GoLive uses this folder to store its active program modules. Program modules add extra features to the program's default functionality (for more information, see the section *Using the Modules Manager* later in this chapter).
Modules (disabled)	Adobe GoLive uses this folder as a repository for program modules you have disabled in the Modules Manager (see the *Using the Modules Manager* section in this chapter). When installing Adobe GoLive, the WebObjects, AIAT, Asia Encodings, and Mac OS Encoding modules are automatically disabled and copied to this folder.
Import Images	This folder is created when you specify a folder for imported images in the *General - Images Preferences* dialog box. It stores images that are automatically created when you import a PICT, TIFF, or Adobe Photoshop image file via drag & drop.
Plugins	This folder holds plugin components that let Adobe GoLive behave exactly like a Web browser–for example, play back QuickTime movies in its *Layout* and *Preview* modes. Installing plugins is a simple drag & drop procedure. Drag the new plugin icon from the plugins folder of your Web browser at the *Plugins* folder in the program folder, then relaunch Adobe GoLive. The plugin component should be ready for use now.
CyberStudio SupportLib	CyberStudio SupportLib is a shared library that contains common routines that are frequently accessed by the program and its modules

Using the Modules Manager

General

The *Modules Manager* is a unique feature that makes Adobe GoLive fully scalable to meet individual needs. Not only does it reproduce the "look-and-feel" of the MacOS *Extension Manager* but it also works much like this useful system utility, giving both experienced and novice users a familiar graphical interface for customizing Adobe GoLive.

The Modules Manager

Click the Modules icon to display the Modules Manager pane in the Preferences dialog box.

Scroll through the Modules list to view the program modules currently installed.

Check or uncheck these boxes to activate and deactivate individual program modules, then relaunch the application.

Click the small triangle to show or hide the Item Information pane below the Modules list. The Item Information pane shows background information on the currently selected module.

The *Modules Manager* allows you to disable or enable selected modules to customize Adobe GoLive's command inventory to meet your needs. For example, if you don't create dynamic Web pages using Apple's WebObjects development environment, you may choose to disable the WebObjects module.

Application Memory Considerations

The *Modules Manager* lets you streamline the application to shorten its launch time, improve its responsiveness (slightly), and reduce overall memory requirements. For example, when your computer is low on RAM and the size of your job allows you to manage your site in the Finder, you can use the *Modules Manager* to disable Adobe GoLive's WebObjects Module. This lets Adobe GoLive run with less RAM. By disabling further modules, you can reduce the program's memory requirements to the minimum recommended 16 MB, but be aware that this results in major tradeoffs in functionality.

Adobe GoLive Module Reference

The following brief descriptions of the program modules shipped with Adobe GoLive are a reference for users who are not sure whether they should disable or enable a specific module.

Module	Function Added
AIAT Module	Based on Apple Information Access Technology (AIAT), this component enables Adobe GoLive to search your site like an index-based search engine. It changes the appearance of the *Find* dialog box by adding the *Use index* checkbox and a dedicated *Search in Site Index* tab rider.
CS Encodings	This component adds several application-specific Asian encodings (identified by leading "CS-") to the *Document Encodings* submenu (see illustration on the next page). It also adds the same encoding options to the *Font & Scripts* and *Encodings* panes of the *Preferences* dialog box, as well as to the popup menu at the bottom of *Open…* and *Find & Replace* dialog boxes.
Color Palette	This component activates the *Color Palette*, adding the *Color Palette* command to the *Window* menu.
CyberFlash Module	This module enables support for using Macromedia Flash and Shockwave animations as plugins.
CyberMovie Module	This component enhances Adobe GoLive by the built-in QuickTime™ authoring environment, enabling the *Open* command to open QuickTime movies as well as the *Track Editor*, the *Movie Viewer*, and media-specific Inspectors. It also adds the QuickTime tab to the *Palette* and the *New QuickTime Movie* command to the *New Special* submenu of the *File* menu.
CyberObjects Module	This component enables support for Dynamic HTML. It adds the *CyberObjects* tab to the *Palette and* enables the *Timeline Editor* and the associated button in the document window.
HTML Outline Module	This component activates Adobe GoLive's *Outline Editor*, adding the *Outline Editor* tab to the tab bar at the top of the main document window, a context-sensitive *Outline Toolbar*, and several editor-specific items to the *Special* menu.
IE Module	This component activates support for Microsoft Internet Explorer-specific features, adding the two *ActiveX* and *Marquee* objects to the *Basic Tags* tab of the *Palette*.
Mac OS Encoding	This is the key component to Adobe GoLive's multiple-language support, enabling the program to work with the Mac OS TecEncoder system extension. It adds multiple standard encodings to the *Document Encodings* submenu, including European, Chinese, Japanese, Arab, Greek, Hebrew, Cyrillic, Devanagari, Thai, Korean, and many others. It also adds the same encoding options to the *Font & Scripts* and *Encodings* panes of the *Preferences* dialog box, as well as to the popup menu at the bottom of *Open…* and *Find & Replace* dialog boxes. **Do not disable when you are working with foreign-language encodings!** Disabling the Mac OS Encoding module reduces your options to the program's three application-specific Western default encodings (see illustration on the next page).
Modules Manager	Enabled by default, this component adds the *Modules Manager* pane to the *Preferences* dialog box.
Network Module	This component activates Adobe GoLive's built-in FTP support, adding the *FTP* vertical tab to the right pane of the *Site Window,* the *FTP Upload & Download* command to the *File* menu, and the *Network* options to the *Preferences* dialog box.
Open Recent Module	This component allows Adobe GoLive to record the Web pages and site documents recently edited. It adds the *Open Recent Files* command to the *File* menu. In the submenu, the most recent site document and Web page are listed with keyboard shortcuts.
PNG Image Format	This component enables Adobe GoLive to import PNG (Portable Network Graphics) and TIFF (Tagged Image File Format) image files using *Point & Shoot*, drag & drop, or any other optional methods supported by the application. It also adds PNG-specific options to the *General Preferences - Image* dialog box.

Module	Function Added
Preview Module	This component activates Adobe GoLive's *Preview* feature, adding the *Preview* and *Frames Preview* tabs to the tab bar at the top of the main document window.
Scripting Module	This component activates Adobe GoLive's JavaScript support for body and head scripts in Web pages. It adds the *JavaScript* icon to the *Basic* tab of the *Palette* and enables the *Body* and *Head Script Inspectors.* Behind the scenes, this component makes Adobe GoLive scriptable with AppleScript.
Site Module	This component activates the *Site Window* with its management capabilities for Web pages, media files, URLs and E-mail addresses, colors, and font sets, as well as its site viewing and design tools. It adds the *Site* menu to Adobe GoLive's menu bar, the *New Site* and *Import Site Folder* commands to the *File* menu, and the *Site* group of options to the *Preferences* dialog box.
Spellchecker Module	This component activates Adobe GoLive's built-in spellchecker, adding the *Spellchecking…* command to the *Edit* menu and the *Spell Checking* option to the *Preferences* dialog box.
Web Download Module	This component enables Adobe GoLive to download individual Web pages, including all links, plugins, and images. It adds the *WWW download…* command to the *File* menu. In order for this module to be fully functional, the *Network* module must be enabled.
WebObjects Module	This component activates Adobe GoLive's WebObjects support, adding the *WebObjects* submenu to the *Special* menu, the *WebObjects* tab to the *Palette*, the *Declaration Editor* tab to the main document window, and several options to the *Preferences* dialog box.

An example of how a disabled module impacts Adobe GoLive's menus appears below.

The Document Encodings Menu with the Mac OS Encodings Enabled and Disabled
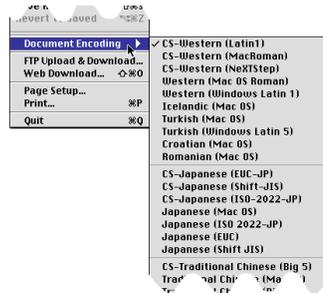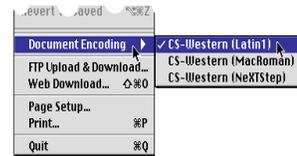
Mac OS Encodings enabled   Mac OS Encodings disabled

Optimizing Program Performance

To optimize the program's responsiveness, Adobe GoLive uses a dedicated folder as cache storage for compressed images. The *Cache* view of the *Preferences* dialog box gives you extensive control over this program cache: For example, you can specify another folder, increase cache size to improve overall performance, flush the contents of the cache to remedy low-memory conditions, and turn the program cache on and off.

The Preferences - General - Cache Dialog Box

Click this icon to view Adobe GoLive's program cache options.
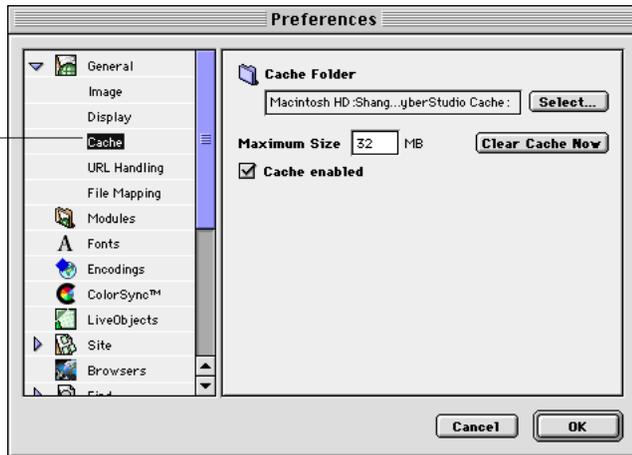
To set up the program cache, proceed as follows:

1 Choose *Preferences* from the *Edit* menu

2 Click the small arrow next to the *General* icon in the scrolling sidebar to expand the *General* group of options.

3 If desired, click the *Select…* button to specify another folder.

4 Place the cursor in the *Maximum Size* text box to increase the storage space allocation for Adobe GoLive's program cache. This may speed up the program when you are dealing with image-rich pages.

   Tip: The size of the program cache defaults to 32 megabytes. Although the application works with less cache allocated, you shouldn't use less-than-default values. If your hard disk runs out of storage space, try deleting unused files instead.

5 *Clear Cache Now* flushes the content of Adobe GoLive's cache folder, thus freeing hard disk space. Use this button as a last resort when Adobe GoLive's cache threatens to consume even the last few megabytes of remaining hard disk space.

6 The *Cache enabled* checkbox toggles the program cache on and off. We recommend that you leave the program cache enabled at all times.

Registration

Adobe is confident you will find that the Adobe GoLive program greatly increases your productivity. So that Adobe can continue to provide you with the highest quality software, offer technical support, and inform you about new software developments, please register your copy by filling out and returning the warranty registration card included with your software package.

About Adobe Products and Services

If you have an Internet connection and a Web browser installed on your system, you can access the Adobe Systems Home Page on the World Wide Web (at http://www.adobe.com) for information on services, products, and tips pertaining to GoLive.

Chapter 2   Adobe GoLive QuickStart Guide

Adobe GoLive is a rich program with many features; the best way to learn about them all is to refer to the *User Manual*. However, Adobe GoLive also lets you accomplish many things without having to spend a long time with documentation. This QuickStart Guide can't replace the *User Manual*, but it will get you designing Web sites quickly.

Here's what the three parts of the QuickStart Guide cover:

- *A Brief Introduction to HTML* explains the basics of World Wide Web technology and tells you how to "hand-code" a simple Web page.
- *Making First Steps with Adobe GoLive* on page 20 acquaints you with the program's basic features using a series of step-by-step instructions. It discusses:
  - creating pages
  - adding content to pages, including text and graphics
  - creating a site document
  - linking
  - previewing your work
- *Using Advanced Features* on page 40 introduces program's advanced features. It explains:
  - inserting images in multiple ways
  - making links in several ways
  - designing a site

Part 1 — A Brief Introduction to HTML

General

You must use HyperText Markup Language (HTML) to publish on the World Wide Web so your audience's browsers can read your material. The following section introduces HTML for those who are new to Web publishing. In detailed step-by-step instructions, you will learn how to hand-code your first page.

Using Adobe GoLive doesn't require extensive knowledge of HTML. If you prefer, you can skip this section and go directly to *Part 2 — Making First Steps with Adobe GoLive*.

Getting Started: Create a File to Hold Your HTML

Unlike other popular file formats, such as *Microsoft Word*, an HTML page can be created using any program that can save in text-only format, including *Simple Text and Claris Works*. This is because the formatting instructions are written to a simple text file using a special markup pattern instead of the hidden binary code of conventional word processor files. HTML markup instructions are enclosed in angle brackets ("less than" and "greater than" signs) and look like this: <B> or </H2>. HTML markup instructions are referred to as "tags". They instruct the browser how to display text and do not appear on the screen themselves.

Common to all HTML files is the following basic "skeleton":

```
<HTML>
   <HEAD>
      <TITLE>This title appears in the title bar of the
      browser window.</TITLE>
   </HEAD>
   <BODY>
   This section contains text with markup.
   </BODY>
</HTML>
```

This basic structure tells the browser that it is receiving an HTML page, subdivided into a header (<HEAD>) and a body (<BODY>) section. Except for the text enclosed in the <TITLE>… </TITLE> section, which appears in the title bar of the browser, the content of the header section is invisible. The text in the body section constitutes the visible content of the HTML page and displays in the browser's main document window.

Task: Use a simple word processor to hand-code the structure shown above and save the result as a text file with the extension *.html*– for example, as *mypage.html*. You will use this skeleton page in the following steps.

Step One: Formatting Text

To appear formatted in the browser, text must be enclosed in a pair of tags, known as the *start tag* and the *end tag*. The end tag with its extra slash character ("/") indicates the end of the formatting. Here's how boldface type is coded in HTML:

```
<B>This is text set in boldface.</B>
```

Tags can also be nested to assign multiple formats:

```
<B><I>This is text set in boldface and italics.</I></B>
```

Unlike word processors and DTP programs, however, the final appearance of an HTML page is not based on specific formatting you apply. Rather than assigning an exact size and font, you specify the function of the text within the document—for example, that it should be displayed as a first-level header (<H1>). There is a simple reason for this: Web pages are supposed to display evenly on any computer platform and any monitor size.

Other than a printed brochure, which will use the font size(s) selected in the DTP program, you have no way of knowing which hardware and software your audience will use. Text formatted in 14 point size may look good on a 14-inch monitor but is definitely oversized for a PDA (Personal Digital Assistant) display. HTML solves that problem by assigning a structure to a text and letting hardware and software interpret it as the user specifies.

Task: Use a simple word processor to hand-code the examples given above, save the resulting file with an .html extension, then drag them at the program icon of the browser for previewing.

Type the examples given above anywhere in the section enclosed by the two <BODY>…</BODY> tags in the hand-coded example page you have created in the previous step. Save the page, then drag it at the program icon of the browser to preview the styles.

HTML Tags Used for Formatting Text

Header <H1>…</H1> through <H6>…</H6>

Headers are displayed in a larger font size and frequently in boldface to make them stand out from the body text. The digits 1 through 6 represent the different levels in the hierarchy: H1 is a first-level header, H2 a second-level sub-header, H3 a third-level sub-header, and so on.

Font Styles

Font style options include **Bold** (<B>), *Italics* (<I>), and <u>Underline</u> (<U>), as well as `Teletype` (<TT>), a monospaced style. Additional logical styles are Strong <STRONG> and Emphasis <EM>,

which display as boldface and italics in most (but not all) browsers, respectively.

Paragraphs and Line Breaks

To break HTML text at a selected location, you must insert a paragraph tag <P> or a line break tag <BR>. Both of these are start tags without end tags–that is, they do not need a closing </.> tag. The paragraph tag creates an empty line break above the following text. It can include attributes, such as in <P ALIGN="CENTER"> or <P ALIGN="RIGHT"> that control the alignment. The break tag lets the text wrap without creating subsequent whitespace.

Unlike word processors or DTP programs, inserting carriage return characters doesn't cause the text to break; the browser ignores them. Also, inserting multiple space characters will cause them to show up temporarily, but all but one will be removed.

Lists

Formats for lists include numbers or characters such as bullets. Numbered lists start with <OL>, unnumbered lists with <UL>. An <LI> tag precedes each item in the list. The list ends with a </OL> or </UL> end tag, depending on whether it is numbered or unnumbered.

Special Characters

To enter special characters, you must use a special notation, such as &amp for the ampersand ("&") character.

Rulers

The <HR> tag inserts horizontal rulers. This tag can have WIDTH and SIZE attributes. You can indicate the width in pixels or in percent of the browser's window. For example, to specify a ruler that takes up 75 percent of the screen and is three pixels high, you can modify the <HR> tag as follows:

```
<HR WIDTH=75% SIZE=3>
```

Task: Type the example given above anywhere in the section enclosed by the two <BODY>…</BODY> tags in the hand-coded file you have created before. Save the file, then drag it at the program icon of the browser to preview the tags.

Step Two: Inserting Images

To repeat, HTML files are text-only files. So, rather than physically inserting images in the page, you must use a special notation to tell the browser which image to display and which image to load. Images are referenced using the <IMG> tag, which is a simple tag without an end tag. Here is an example:

```
<IMG SRC="myimage.gif" WIDTH="32" HEIGHT="32"
ALT="Please enable image loading in your browser!>
```

This element displays the image file *myimage.gif*, sets its width and height to 32 pixels, and displays an alternative message if image loading is disabled in the browser.

Images can have more attributes than the example above indicates—for example, ALIGN, which controls the position of the image relative to adjacent text, or HSPACE and VSPACE, which create extra horizontal or vertical spacing between the image and adjacent elements.

Task: Copy a GIF, JPEG, or PNG image file— the three image formats the World Wide Web uses—into the folder where you have saved the hand-coded example page. Type the <IMG> tag shown above anywhere in the section enclosed by the two <BODY>…</BODY> tags in the example page, replacing *myimage.gif* with the name of your image file. Save the example page, then drag it at the program icon of the browser to preview the image. If it comes out distorted because the image is rectangular, go back to the example page and change the width and height settings accordingly.

Step Three: Creating Links

What makes HTML such a unique tool is that it lets authors link related items of information, either locally within a site or across the whole World Wide Web. Information is linked by inserting hyperlinks, which use the following basic notation:

```
<A HREF="mypage.html">Don't Miss Our Special WWW Fea-
ture</A>
```

The example above shows how to reference a page that is in the same folder as the source page of the link—for example, on your hard disk. The HREF attribute contains the reference to that page. The text that the start and end tags enclose is the clickable link that appears in the browser.

By using Universal Resource Locators (URLs), you can link to any page on the World Wide Web by specifying its exact location:

```
<A HREF="http://www.mysite/home/index.html">Be Sure Not
to Miss XYZ's Homepage</A>
```

If you use this type of URL specification, you can only access the page via the Internet. It doesn't work when the file is on your local hard disk.

Task: Save a copy of the example page– for example, under the name *yourpage.html*– and add text enclosed in <B>…</B> style tags. Go to the HEAD section and edit the text in the <TITLE>…</TITLE> tags. Save the new page, then open *mypage.html* again and type the following code anywhere in the section enclosed by the two <BODY>…</BODY> tags:

```
<A HREF="yourpage.html">Go to your page.</A>
```

Save the page, then drag it at the program icon of the browser to preview the link. The link appears as underlined text. Click the link. The browser will jump to the new page and show its content.

Where to Go from Here

Now that you have mastered HTML at source code level, it is time to move on and see how easily Adobe GoLive lets you format text, insert images, and create links. Part 2 of this chapter introduces the basic features.

Part 2 — Making First Steps with Adobe GoLive

What You Need to Get Going

Minimum System Requirements

• A Power Mac (or equivalent) running Mac OS 8.0 or later

For Full Functionality

• QuickTime and QuickTime Power Plug, Versions 3.0 or later
• Sound Manager 3.3 or later
• AppleScript and Apple Guide system extensions
• Text Encoding Converter system extension
• Text Encodings folder (in System folder)

Installing Adobe GoLive

1 If you are updating from Adobe GoLive Version 2.x to Version 4, be sure to make backup copies of the following items before you move the old version to the Trash:

   - the Adobe GoLive *Palette* file from the *Modules* folder; this file contains the items you have stored in the *Custom* tab of the *Palette*

   - any personal dictionaries you have created (from the *Modules* folder)

   - plugins from the Adobe GoLive 2.x *Plugins* folder

2 Insert the Adobe GoLive CD into your CD-ROM drive.

3 Double-click the installer icon.

4 Follow the instructions on the screen. When the installation is complete, copy contents of the *Plugin* folder for the browser you'll be using to Adobe GoLive's *Plugin* folder (which you'll find in the same place as the Adobe GoLive application).

How to Work in Quick-Start

With Adobe GoLive, you can both create and manage Web pages. That means you can start either by creating individual pages or by blocking out the structure of a new site—or some combination of the two. You can move back and forth between these modes whenever you want.

In this QuickStart Guide, you'll begin by working bottom-up and create a personal homepage. You'll include text, graphics, and multimedia, as well as identify the places on the page from which you'll link to others. After you've created some content, you'll continue to the advanced features and start thinking of the organization of the other pages that will make up the site. *Part 3 — Using Advanced Features*, later in this chapter, introduces this top-down approach.

Creating Individual Pages: Working Bottom-Up

When you work bottom-up, you build individual pages first and then organize them into a site. For example, if you're designing a personal homepage, you probably already have a good idea of what to include: your resume, goals, and personal interests. You might then want to break these down further; your resume could include work history and samples of what you've done on other pages. You may want to lay out the first page, inserting text about who you are, graphics (like a photo of yourself), or multimedia elements (perhaps a clip from a favorite movie). At any time, you can stop working on one page and start another.

After you've created some pages, you'll want to bring them together and insert links. Adobe GoLive will help you manage linking and also give you a snapshot of how the site looks.

To repeat, at any time you can switch from one style of working to the other.

The Main Window

Launch Adobe GoLive (and fill in your activation key if you haven't already). Adobe GoLive opens in the *Layout* mode, where you'll do most of your work:
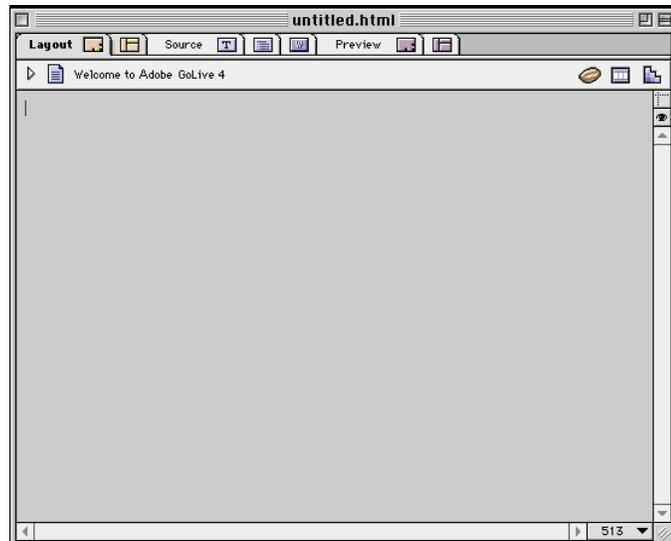
Along the top of the window are tabs for Adobe GoLive's different modes:

- *Layout Editor*, where you enter content and where Adobe GoLive starts
- *Frame Editor*, where you create and manage frame sets
- *HTML Source Editor*, which shows you the HTML that makes up your page and which you can examine and edit
- *HTML Outline Editor*, which shows your HTML and is structured like an outline with sections you can expand or collapse
- *WebObjects Declaration Editor* (which isn't present when you choose the basic installation)
- *Layout Preview*, where you can see what your finished page will look like

- *Frame Preview*, which shows what your completed frames and frame sets will look like

At the bottom right of the window is a popup menu where you set the width of your page.

Your First Page

As with other WYSIWYG Web editors, Adobe GoLive will let you enter and format text just as you would with a word processor. You can also lay out your page with the precision of a desktop publishing program. That means you insert various objects—text, graphics, and multimedia—exactly where you want them and get a good idea of how they'll look in a browser. Better yet, you can preview multimedia objects like QuickTime movies and Java applets right in the *Layout* mode. You don't have to use a browser.

The Palette

In addition to the main window, when you launch Adobe GoLive, it opens the *Palette* window, which looks like this:
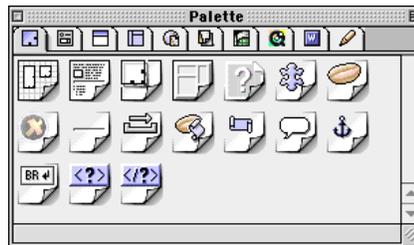
(If the *Palette* window is not open, choose *Palette* from the *Window* menu to open it.)

The *Palette* contains icons for the objects you can place on your page. Click the *Palette*'s first tab (if it isn't clicked already) to see the *Basic Tags* objects.

Here's a key idea: *You work with* Adobe GoLive *by dragging objects from the* Palette *and dropping them onto your page*.

The Layout Grid

You can lay out Web pages by typing text and placing images directly on your page, or you can use the Layout Grid to place objects precisely on a page. You can also combine the two methods on a single page by typing text and placing objects outside a grid. The grid automatically expands to accommodate the size of the objects you place on it. You can also enlarge it by selecting it and dragging the length of the handle.

You don't have to use a Layout Grid that spans the entire length of the page. (Actually, using Layout Grids is optional on a page-by-page basis, but it is much more convenient to do so.) Instead, you can mix and match Layout Grids and normal HTML for design flexibility and smaller HTML files.

To avoid spacing problems when the page is displayed in the browser, don't put multiple Layout Grids side by side. They will separate if the browser window is made wider than the combined width of the grids.

Let's start by putting some text and a horizontal rule on the page:

1 Go to the *Palette* and locate the *Layout Grid* icon.

2 Hold down the mouse button and drag the *Layout Grid* icon to your page (or double-click the icon in the *Palette*).

Release the mouse button. The grid is now on your page something like this:
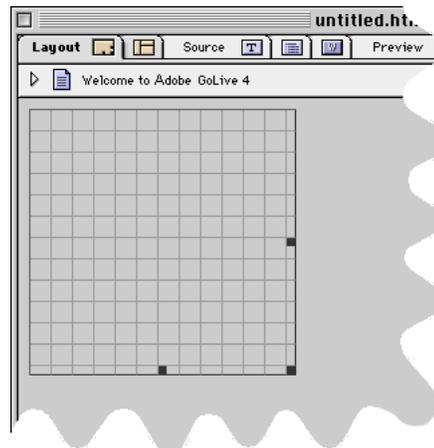
To repeat, what you've just done is the basic method for inserting objects into your page: *Locate an object on the* Palette *and drag it to where you want on your page.*

Now add text:

1 Go back to the *Palette* and locate the *Layout Text Box* icon.

2 Hold the mouse button down and drag the *Text Box* icon onto your grid (or click the edge of the Layout Grid and double-click the icon in the *Palette*). Position it at the top to act as the main heading.

3 Place the cursor within the text box. (It will change into an I-Beam.)

4 Enter "My Home Page."

Here's what the page looks like (more or less):
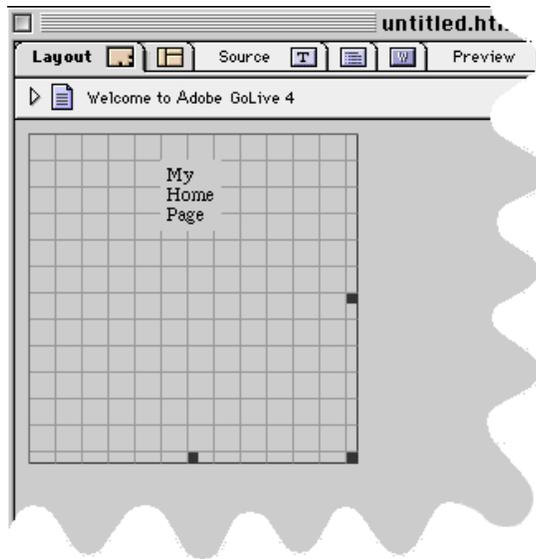
You'll want to reposition the text box and make "My Home Page" bold, larger, and properly aligned. Here's how:

1 Select the Layout Grid by clicking one of its edges; handles appear on the bottom and on the right side.

2 Drag the handles to stretch the grid over the width of the window.

3 Select the layout text box by clicking one of its edges; handles appear on the bottom and on the right side.

4 Drag the handles until the layout text box is a convenient size.
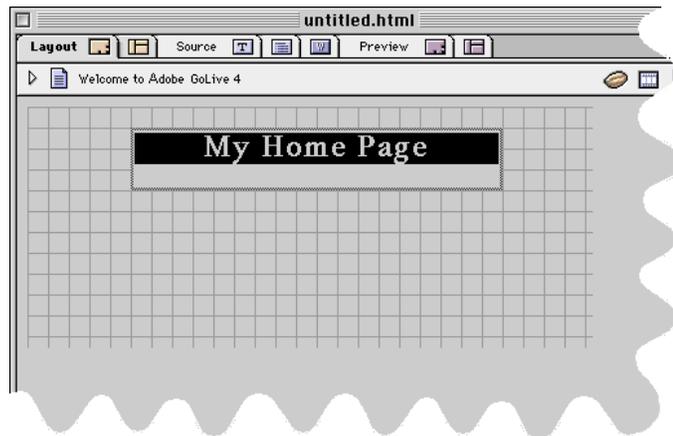
5 If you need to reposition any object, de-select it and move the cursor to any one of its edges. The cursor turns into a hand. Hold the mouse button down and drag the object box to where you want it.

Alternatively, you can select the object and move it one pixel at a time by holding the Option key and pressing the Left, Right, Up, or Down Arrow key.

6 Select the text "My Home Page" in the usual Mac way.

7 Go the *Format* menu and choose *Header 1*.

8 Go the *Format* menu and choose *Alignment*, then *Center*.

Instead of using menus, you could make the same changes with the icons on the toolbar—for example, by choosing [Header 1] for the first-level header, and 🔳 for center alignment.

Now let's add a horizontal rule:

1 Go back to the *Palette* and locate the *Line* icon.

2 Hold the mouse button down and drag the *Line* icon onto your grid.

3 Position it somewhere under the text.

Your screen should look something like this:
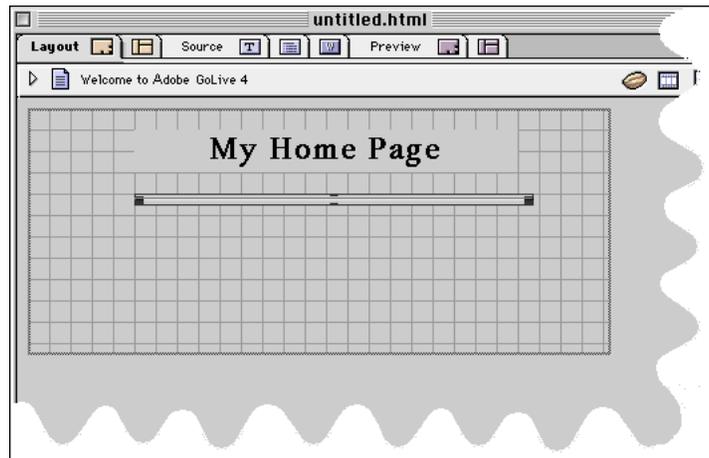
The Color Palette

Before we add other objects, let's add color to what we already have. We'll change the colors of both the background and the text we've entered. Once again, we'll use drag & drop, but this time for the *Color Palette,* which looks like this:
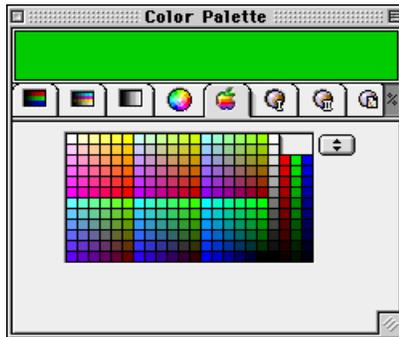
The *Color Palette* has seven tabs with different color spaces; the default is the system tab (selected here); it's always wise to use the browser-safe colors that will prevent your colors from dithering across platforms. These colors reside in the sixth tab from the left (the one with the Roman numeral "I").

To change your page's background color:

1   Go to the *Window* menu and choose the *Color Palette* (if it isn't opened).

2   Go to the *Color Palette* and click on a color to select it. The color will appear on the Color Preview Pane in the upper part of the *Color Palette*.

3   With the mouse button up, move the cursor to the Color Preview Pane.

4   With the mouse button down, drag the color from the Color Preview Pane to the *Page* icon at the upper left corner of the *Layout* window.

5   When the *Page* icon highlights, release the mouse button and the background color changes.

To change text color:

1   Select the text "My Home Page."

2   Go to the *Window* menu and choose *Color Palette* (if it isn't opened).

3   Go to the *Color Palette* and click on a color to select it. The color will appear on the Color Preview Pane in the upper part of the *Color Palette*.

4   Move the cursor to the Color Preview Pane.

5   With the mouse button down, drag from the Color Preview Pane to the selected text.

6   Release the mouse button and the text color changes.

The Inspector

You can continue adding objects to your page, but before that, you'll need to know how to examine and change the attributes of the objects you insert. You do that with the *Inspector*, a context-sensitive window whose information changes depending on what you have selected at any given time.

To use the *Inspector*:

1   Go to the *Window* menu and choose *Inspector*.

2   Click on the *Page* icon in the upper left corner. The *Inspector*'s
    name changes to *Page Inspector* and looks like this:

```
┌──────────────────────────────────────────┐
│ ▣ ░░░░░░░░░░░░░ Page Inspector ░░░░░░░░░ ▤ │
│ ┌─────┐                                    │
│ │Page │  HTML      Pending                 │
│ └─────┴────────────────────────────────── │
│   ── Page Title ────────────────────────  │
│   ┌────────────────────────────────────┐  │
│   │ Welcome to Adobe GoLive 4          │  │
│   └────────────────────────────────────┘  │
│   ── Text Colors ───────────────────────  │
│   ☐ Text  ████    ☐ Active Link  ████     │
│   ☐ Link  ████    ☐ Visited Link ████     │
│   ── Background ────────────────────────  │
│   ☐ Color ░░░░                             │
│   ☐ Image ┌──────────────────────────┐    │
│           └──────────────────────────┘    │
│           🔲                  [ Browse... ]│
└──────────────────────────────────────────┘
```
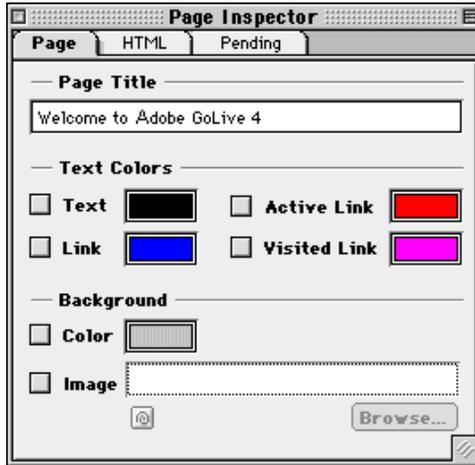
Here you see information about your page—for example, its default
color for text and links. You can also see the background color for
your page. To change any of these colors from here, click on the
small color preview panes beside each attribute. The *Color Palette*
module opens and you choose a new color.

To see that the *Inspector* is truly context sensitive, go back to your
page and click on the horizontal rule to select it.

The *Inspector* changes to the *Line Inspector* and looks like this:
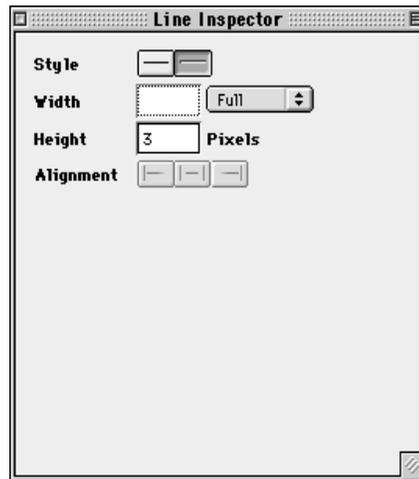
Enter various values into the *Width* and *Height* boxes; Adobe GoLive updates the *Layout* window immediately.

The *Inspector* is one of the key features of Adobe GoLive: *it always displays information about the object you have currently selected.* So rather than having to click through a series of menus and sub-menus to change the attributes of an object, you can rapidly make changes via the *Inspector.*

Inserting Graphics

You also use the *Palette* and the *Inspector* together to insert and adjust graphics. Adobe GoLive assumes that you have already created the graphics you'll need in some other application and that they are available in typical Web-compatible formats:

- GIFs or PNG in indexed colors at 72 dpi resolution, saved with the typical .gif or .png file name extension
- JPEGs in RGB at 72 dpi resolution, saved with the typical .jpg file name extension

Here's how to insert them:

1 Go to the *Palette* and locate the *Image* icon.
2 Drag it to the location on the grid you want. (If you are not using the *Layout Grid*, the *Image* icon will appear at the current location of the cursor.)
3 Select the *Image* icon on your page.

4   Open the *Inspector*; it is now titled the *Image Inspector* and dis-
    plays a series of tabs.

5   Select the *Basic* tab. The *Source* field will show "Empty Reference"
    because you have not yet selected the graphic to insert here.

6   Click *Browse*. A file selection dialog box will open.

7   Navigate to the file you want and click *Open*. Your graphic will re-
    place the *Image* icon.

You also could have typed the path name and file name; however,
it's simpler to let Adobe GoLive do the work.

Adjusting Your Graphic

The *Image Inspector* lets you change various attributes of your image.
The *Basic* tab has fields for your graphic's height, width, and align-
ment. Other tabs have fields for alternate text, border width, creating
links, and making the graphic into a client-side image map. Experi-
ment with the other settings.

Other Objects You Can Use

Move your mouse over the *Palette*'s objects; at the bottom of the *Pal-
ette* window, you'll see the name of each one. These include:

- tables
- JavaScripts
- comments
- spacers (Netscape Navigator-only)
- scrolling marquees (Internet Explorer-only)
- new HTML tags that Adobe GoLive doesn't yet know about

Experiment with these features if you wish after reading about them
in the Adobe GoLive *User Manual*.

Saving Your Work

As with most other programs, Adobe GoLive does not automatically
save your work. It's good practice to periodically do so yourself and
avert potential data loss.

When you save your pages, remember to give them appropriate
names for the platform that will be serving your pages. For example:

- DOS-based server machines can handle only up to eight charac-
  ters in their names, plus three more in their extensions (for
  example, mypage.htm). This file name format is also preferable
  if you stage the site for previewing on a local server.

- UNIX server machines do not accept names with any blanks, spaces, or special characters like "%", "/", etc. If in doubt, ask your server administrator for a list of rules for his server.

The Site Window: Gathering and Storing Resources

To this point, we've worked with just a single page that included text, graphics, and multimedia elements. As you add more pages and objects to a site, you can easily lose track of the resources you use. Adobe GoLive's *Site Window* helps you see what you're using, based on a "one site, one folder" principle. In other words, any page you create and any image or multimedia item you place on a page is stored in the site folder.

To show you how this works, you first need to save the page you've been working on to the folder you'll use for the site you're building. Here's how:

1   Go to the *File* menu and choose *Save*.
2   In the subsequent dialog box, create a new folder (call it "Quick-Start Test Site").
3   Save the page you've been working on as *index.html.* This is the standard file name most Internet Service Providers require you to use for your homepage.
4   Close the page.
5   Create a second page, named *resume.html*.
6   Add some content–for example, a Layout Grid, layout text boxes, and text.
7   Save the new page to the "QuickStart Test Site" folder and close it.

Now you're going to create a site by importing the folder you have just saved your files to. You will store all your resources there—including your new pages, multimedia objects, and graphics.

Creating a Site by Importing a Folder

1   Go to the *File* menu and choose *New Site > Import from Folder*.
2   A dialog box appears, prompting you to indicate which folder you want to use and what the homepage should be.
3   Click both *Browse* buttons and locate the folder and the *index.html* page you have saved in previous steps.
4   When you are done, click *Import*.
5   Name the new site something like "QuickStart.Site".
6   Save it in the same folder where you saved *index.html*.

7   Your site document should now look something like this.

8   Two green bug icons may appear in the *Site Window*—one at the
     top and one next to the file in the list. Don't worry if this hap-
     pens; this bug is easily fixed.

9   Sit back, relax, and try to recall what you have done to the "bug-
     gy" page.

10   Have you made your guess? You saved the page that contains it
     (actually the page only contains a reference to the image), but
     you haven't moved the image into the site folder, so the page
     can't find it.

**Tip: This bug doesn't occur if the image was in the same folder
as the page when you created the link.**

11   Go to the Finder and locate the image file, then drag it at the *Site
     Window* and drop it there. The image file will now appear in the
     Site Window.

12   Double-click *index.html* to open it.

13   Locate the image in the page. Where the image used to be, there
     is only an image placeholder (the icon with the question mark).

14   You will now use *Point & Shoot* to fix the "lost image" problem.

15 Command-click the image placeholder and drag at the image file in the *Site Window* (see the illustration below).
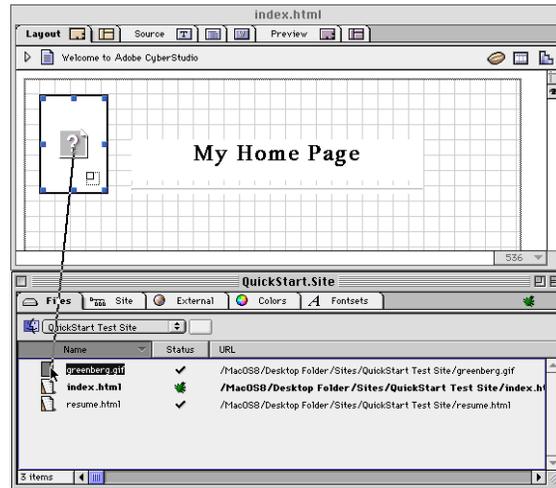
16 Release the mouse button when the small file icon and the file name highlight. The interconnecting line blinks twice and the image reappears. You will also notice that the "bugs" have disappeared from the *Site Window*. This is because your site no longer has broken links.

Managing Web Pages and Media in the Site Window

The *Site Window* is a key element in Adobe GoLive: It shows the folder where you store everything you need to create a site (such as pages, graphics, and movies).

So, whatever item you want to use in your site, be sure to drag it to the *Site Window*. There are some important reasons to store items in the *Site Window*:

•   You can use Adobe GoLive's *Point & Shoot* feature to easily link to them.

•   The *Site Window* provides an easy way to manage resources. Inspectors appear for each selected item to let you preview its content, rename it, choose a Finder label, and use other file-related options.

•   The *Site Window* is Adobe GoLive's window to the Finder. Instead of locating files in Finder windows or file selection dialogs, you simply double-click a page directly within the application to open it.

- Adobe GoLive manages all links for you to maintain the integrity of your site. Whenever you move or rename an item in the *Site Window*, you will be prompted to automatically update the links.

We will now create a folder in the *Site Window* to see how Adobe GoLive interacts with the Finder.

Here's how you create a folder:

1   Go to the *Palette* and click the *Site* tab.
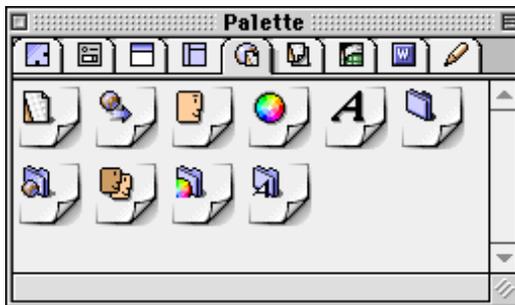
2   Locate the *Folder* item and drag it onto the *Site Window*.

3   You have just created a new folder. Open the *Inspector* window, now titled *Folder Inspector*, and name the new item. (You can also rename the folder the Macintosh way: Click the name of the folder in the *Site Window* and type, then press Return.)

4   Drag the *resume.hmtl* onto the new folder.

5   When prompted to confirm whether you want to have all references updated, click OK. Adobe GoLive "knows" the location of each object in the *Site Window* and needs to update the links.

6   Click the small triangle next to the folder icon to open the folder and view its content.

7   Switch to the Finder and open the site folder. You'll notice that a new folder has appeared.

8   Open the new folder and view its content. You'll find the *resume.html* page you moved in the *Site Window*.

This action demonstrates how tightly the *Site Window* is integrated with the Macintosh Finder: If you move a file in Adobe GoLive, the same happens in the Finder. For your everyday work, this means that you don't have to resort to the Finder to manage the files that make up your site; you can do it all in Adobe GoLive. You will benefit from this capability later when your links are in place.

The *Site Window* also lets you view the content and general properties of the files it contains.

Here's how you view the content of a page:

1   Select *index.html* in the *Site Window*.

2   Open the *Inspector* window, now titled *File Inspector*, and click the *Content* tab. You'll see a thumbnail preview of your page.

3   Click the *Page* and *File* tabs to view other properties, such as HTML title, Finder Label, file size, and many more.

Creating Links

Although you now have two pages with varying amounts of content, a site visitor cannot get from one to the other. You need to add some links. Adobe GoLive provides several ways of linking, but we'll restrict ourselves to using *Point & Shoot*, which is the most intuitive way of creating links in Adobe GoLive.

Inserting Text to Link From

First, you have to create the text that site visitors will click on to go to another page:

1   Go to the *Site Window*, locate the *index.html* icon, and double-click. The page opens for editing.

2   Go to the *Palette*, locate the *Layout Text Box* icon, and drag it to the Layout Grid you've inserted before.

3   Place the cursor in the text box and enter "Resume".

Linking with the Site Window

Here's how you create a link from selected text using *Point & Shoot*:

1 In *index.html*, select "Resume" so that it's highlighted.

2 Bring the *Site Window* forward and locate the *resume.html* icon.

3 Command-click the selected text (a small curly line appears on the cursor) and drag to the *resume.html* page icon in the *Site Window*. The screenshot below illustrates this process.
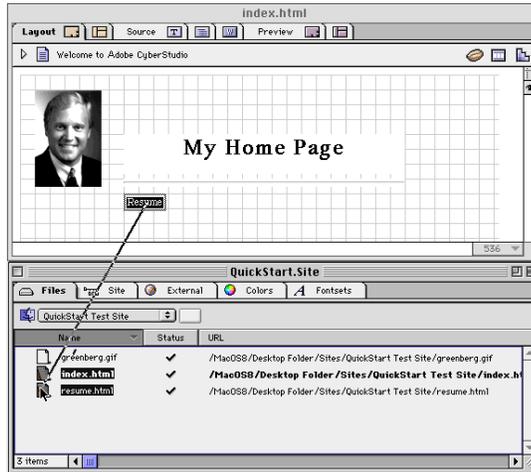
4 Release the mouse button when the small page icon and the file name highlight. The interconnecting line blinks twice and the text is now displayed in blue and underlined.

5 You have just created your first hyperlink in Adobe GoLive.

6 Go back to the source of the link and Control-click the Resume text item to try out the new link.

7 The *resume.html* page opens on top of the other windows.

Unlike browsers, which open linked pages in the same window, Adobe GoLive opens new pages in a new window.

Linking from a Graphic

In addition to linking from text, you can also link from a graphic. Here's how:

1 Open *index.html* and locate the graphic you inserted earlier.

2 Select the graphic. The *Inspector* is now titled the *Image Inspector*.

3 In the *Image Inspector,* click the *Link* tab.

4 Select the *New Link* icon.

5 Find the *Point & Shoot* button in the *Image Inspector*. It's located below the *URL* text box at the top of the main window area.

6 Click the *Point & Shoot* button and drag to the *resume.html* page in the *Site Window*.

7 Release the mouse button when the small page icon and the file name highlight. The interconnecting line blinks twice and *resume.html* appears in the URL text box.

8 Go back to *index.html*. A blue border appears around the image to indicate that it is a clickable hyperlink.

9 Control-click the image.

10 The *resume.html* page will open in a separate window on top of *index.html*.

⚠ **Remember, Adobe GoLive opens new pages in a new window, unlike browsers, which open linked pages in the same window.**

When site visitors click the graphic, it will take them to the second page.

If you find the blue border around the image annoying, here's how to remove it:

1 Click the image to select it.

2 Go to the *Image Inspector* and click the *Spec.* tab rider.

3 Locate the *Border* checkbox and text box combination.

4 Click the *Border* checkbox and make sure that "0" appears in the text box next to it. The border around the image will disappear.

Did you notice the difference between linking from text and linking from an image? You can't link from an image directly using *Point & Shoot*: To repeat, linking from an image requires that you go to the *Image Inspector* and click the N*ew Link* button 🔗 before using *Point & Shoot*.

Adding Other Media to the Site Window

As we've said, the *Site Window* stores all of the resources you need for your site. Let's see how this works with objects other than pages:

1 Copy any GIF, PNG, or JPEG graphic file to the QuickStart Site folder and then click the Update button (checkmark icon) in the Toolbar. Or drag & drop it from the Finder to the content area of the Files tab in the Site Window.

2 Whichever way you choose, the graphic file will be listed in the *Site Window*.

3 Double-click the *index.html* icon. The page will open.

4 Go to the *Site Window* and click on the *Files* tab, if it is not open.

5   Drag & drop the graphic's icon to your page. The graphic will appear on the page.

You could have entered the graphic as you did previously—that is, by using the *Graphic* icon from the *Palette*. Adobe GoLive gives you several ways to perform many operations, but using the *Site Window* to insert objects is particularly convenient. You can use the same technique for other objects as well.

Previewing Your Work

Now that the links are in place, you'll want to test them by using either Adobe GoLive's *Layout Preview* mode or your browser.

To use Adobe GoLive's *Layout Preview* mode:

1   Open the page you want to preview—in this case, *index.html*.

2   In the document window, click the *Layout Preview* tab (the second from right, labeled *Preview*).

3   Adobe GoLive shows a preview of your page.

4   Go to the *Inspector* window, now titled *Layout View Controller*, and locate the *Root* menu.

5   Select an option from the *Root* menu—for example, Navigator 4 (Win)—to see how your page displays in Navigator 4 on a Windows platform. Switch between the menu options and observe how your page changes in *Preview* mode.

    You will notice that the text "grows" whenever you switch to a Windows-based browser. This feature shows the vast differences between browsers and platforms—a fact you should keep in mind when designing your pages.

    Because browsers and platforms perform their own ways, a page that looks fine on one system can look terrible on another. It's always a good idea to use the *Root* menu options in the *Layout View Controller* or, better yet, try out your pages on as many different browsers and platforms as you can.

6   Locate the Resume link, just as you would in a browser. The cursor turns into a hand when you are over the link.

7   Click the link and *resume.html* opens in a new window.

To use a browser:

1   Go to the *Edit* menu and choose *Preferences*.

2   Select the *Browsers* icon (if it isn't visible, scroll to it).

3   In the *Browsers* settings, you can click *Add* and then manually select the browser you want. Or you can click *Find All* and let Adobe

GoLive automatically find all the browsers installed on your hard drive.

4 If you have more than one browser, click to select the checkbox beside the one you want to be the default (see the following illustration). Click *OK*.
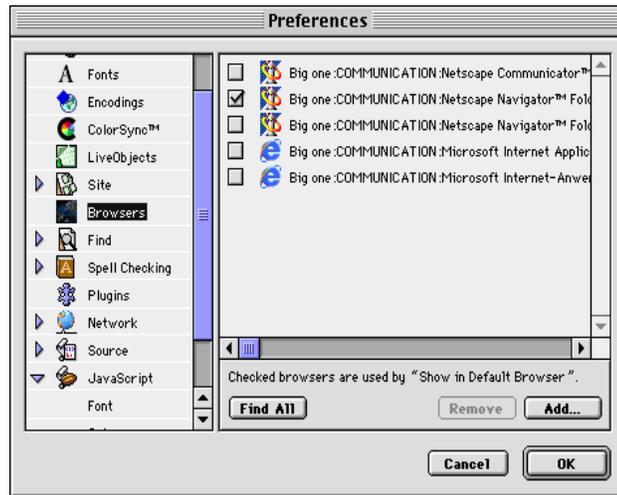
5 Close the *Preferences* dialog box to return to your page.

6 Locate and click the *Show in Browser* icon at the extreme right of the toolbar. (The icon varies with each browser.) Your browser will launch and display your page.

7 Locate the Resume link on the browser's display.

8 Click the link and *resume.html* opens in the same window.

Part 3 — Using Advanced Features

This section introduces some of the advanced features of Adobe GoLive, including its multiple image selection and link creation options, the site designer, and FTP.

Multiple Ways to Insert Graphics

After working with Adobe GoLive for some time, you'll appreciate its alternative ways of accomplishing a particular task. The following list sums up your options for inserting images:

- You can insert them directly via drag & drop from the Site Window.

- You can insert an image placeholder from the *Palette*, then Command-click it and *Point & Shoot* at an image in the *Site Window*.

- You can insert an image placeholder from the *Palette* and use any of the following options in the *Image Inspector*:

  - The *Source* text box will show "Empty Reference" when you have not yet selected a file name to insert there. You can type directly in this text box to specify a folder path and an image file name. The folder path is necessary only if the image file resides in another folder.

  - Clicking the *Browse* button opens a file selection dialog box. Navigate to the file you want and click *Open*. Adobe GoLive will insert the file's name into the URL field and replace the image placeholder with the image.

  - You can click the *Point & Shoot* button and drag to an image in the *Site Window* to have Adobe GoLive replace the image placeholder with the image.

Multiple Ways to Create Links

Adobe GoLive also gives you various options for creating links from selected text or images. The following sections present an overview of your options.

Linking Directly from Selected Text

As explained earlier in this chapter, you can Command-click selected text and drag to a page icon in the *Site Window*.

Linking from Inspectors

In a Web page, only images and text can have clickable links, so only two *Inspectors* in Adobe GoLive offer link creation tools: the *Image Inspector* and the *Text Inspector.* Both *Inspectors* have the same set of options for creating links:

- The *URL* text box will show "Empty Reference" when you have not yet selected a file name to insert there. You can type directly in this text box to specify a folder path and a file name. The folder path is necessary only if the destination file resides in another folder.

- Clicking the *Browse* button opens a file selection dialog box. Navigate to the file you want and click *Open*. Adobe GoLive will insert the file's name into the URL field.
- The *Point & Shoot* button lets you click on and drag a page in the *Site Window*.

Linking via Drag & Drop

You can also drag a page icon (not an image or other media item) from the *Site Window* and drop it on selected text to create a link. However, this shortcut is not available for placing a link on an image.

Create a Whole Site: Working Top-Down

Adobe GoLive lets you create a site top-down, which means you structure your site before creating content.

Working top-down with Adobe GoLive, you can insert placeholders for all your pages. At any time, however, you can change your mind about what to include. You can also temporarily stop structuring your site and start adding content. Here's how:

1 Go to the *File* menu and choose *New Site > Blank*.

2 In the subsequent dialog box, name the site something like QuickStart.Site.

3 Leave the *Create Folder* checkbox selected to have Adobe GoLive create a new site folder. Click *Save*.

4 Adobe GoLive will create a new folder named *QuickStart.Site ƒ* with the following content:

  - The *QuickStart.Site.π* site document: This is the document that displays in the *Site Window*.

  - The *QuickStart.Site* folder: This is the folder that stores your pages and media. Its content appears in the *Files* tab of the *Site Window*. When you create a new site, it already contains a blank homepage, titled *index.html*.

  - The *QuickStart.Site.data* folder: This folder holds things that you need to build and maintain your site but that don't need to be uploaded. For more details, please see *Chapter 17, Managing Web Sites with Adobe GoLive*, starting on page 605.

5   The *Site Window* appears, with a homepage already in place. It
    will look something like this:

```
┌──────────────────────────────────────────────────────────────────┐
│ □ ════════════════════ QuickStart.Site.π ════════════════ 回 目    │
│ ┌───────┐ ┌──────┐ ┌──────────┐ ┌────────┐ ┌──────────┐          │
│ │ Files │ │ Site │ │ External │ │ Colors │ │ A Fontsets│          │
│ └───────┴─┴──────┴─┴──────────┴─┴────────┴─┴──────────┴           │
│ ┌─┐ ┌─────────────────┐ ┌─┐                           ┌─────┐    │
│ │ │ │ QuickStart.Site │ │▲│                           │     │    │
│ └─┘ └─────────────────┘ └─┘                           └─────┘    │
│   Name            │  Status  │  URL                            ┌─┐│
│  ┌┐ index.html    │    ✔     │ /Macintosh HD/Desktop Folder/   │▲││
│  └┘                           Sites/QuickStart.Site ƒ/Q        ├─┤│
│                                                                │ ││
│                                                                │ ││
│                                                                │ ││
│                                                                │ ││
│                                                                └▼┘│
│ 11 items  ◄ ▐▐▐                                          ►      // │
└──────────────────────────────────────────────────────────────────┘
```
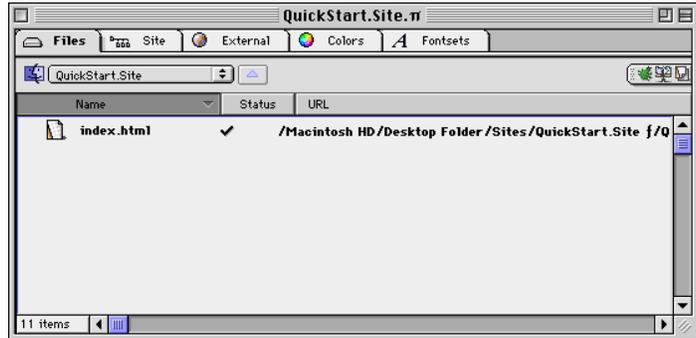
Now you're ready to design a site.

Building Your Site with Site View

In working top-down, you're going to decide what pages your site
will have and then return later to add content to them. Although
you'll be adding placeholders for pages, you can change your mind
any time about what should go where.

Suppose you want your site to show visitors your resume, your career
goals, and your interests. Suppose again that under your resume you
want additional pages for your work history and some samples of
your work. Here's how to add placeholders for those pages:

1   In the *Site Window*, click the *Site* tab.

2   Click the "eye" in the upper right corner of the document window
    to display the *Site View Controller*.

3   Click the *Display* tab and enable the *File Name* radio button in
    the Item Label group of options. (This displays the true file names
    rather than the page titles.)

4   Move the mouse cursor over the solitary symbol at the top of the
    window. This is the *index.html* page that Adobe GoLive inserted
    when you created the new site.

5   A small document icon (we'll call it a "Create New Page" live but-
    ton here) appears at the bottom of the homepage symbol, as
    shown below.

index.html

This is a "Create New Page" live button.

6   Click the "Create New Page" live button to add a new page. Adobe GoLive has created a new page symbol, titled *New 2.html*, that is the "child" of *index.html*. This action creates an empty page in a new folder named *New Pages* in the *Site Window*.

7   Now, move the mouse cursor over the new page symbol. Four Add Page Handles appear at the top, left, right, and bottom of the new page symbol.

8   Click the right or left "Create New Page" live button to create a new page that is a sibling of the first page you have just created. The new page is named *New 21.html* because it's the first page you create on the second level of the site's hierarchy.

9   Repeat this step once, so that you have the *index.html* and three other pages, all children of *index.html* and siblings of each other. Your screen should look something like this:
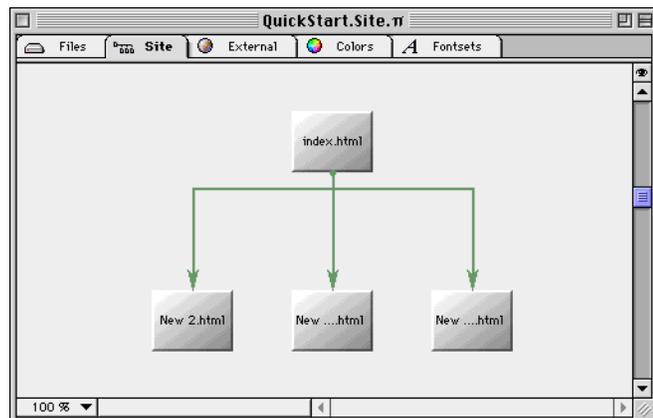
You now have a snapshot of the site and can see how the four pages relate to each other.

Because you want two separate pages that will be sub-pages of the resume, create them here.

In the *Site View* window:

1   Move the mouse cursor over the page that you'll use for your resume.

2   Click the bottom "Create New Page" live button to create a new page that is a child of your resume page.

3   Repeat this step to create a second child page.

Your screen will resemble the following screenshot:
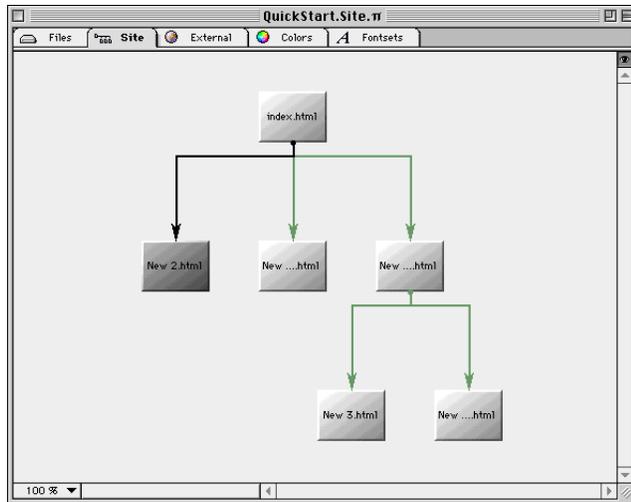
You could continue adding, re-arranging, or deleting pages. This gives you a chance to work top-down and plan your site.

But switch modes once again: add some content to these pages, give them permanent names, add links to the homepage or parent page so they're connected, then save them:

1   In the *Site View*, double-click *New 2.html*. It opens for editing.

2   As you did with *index.html*, add content about your resume (contact information, for example) and a header that will immediately tell your visitor about the page. Keep your text brief for now.

3   When you're done adding content, select the page in the the *Site View* and rename it as *resume.html* in the *File* tab of the *File Inspector*.

4   In the *Site View*, double-click *index.html*. It opens for editing.

5   Insert text—for example, "Please see my resume"—and link to *resume.html* as explained before.

6   Repeat with *New 21.html*, adding content for Goals.

7   Continue these steps until you have added content to and linked all new pages previously created in the *Site View*.

8   When you're done, you'll want to drag the files from the *New Pages* folder to move them to the same level as *index.html*. Here's how:

-    Go to the *Files* tab of the *Site Window*.

-    Locate the folder *New Pages* and click the small triangle control to open it.

-    Drag or Shift-click to select the files.

-    Drag the files at the column head (labeled *Name*) of the *Files* tab and drop them there.

-    When prompted to confirm whether you want to have all references updated, click *OK*.

-    Adobe GoLive will move the files now and update all links to ensure that your site remains intact.

You have just created a site from scratch and added basic content and hyperlinks. You can now add more content, as outlined in *Part 2 —Making First Steps with Adobe GoLive*.

Using FTP to Upload Your Site

FTP (File Transfer Protocol) is the medium for transferring files between computers on the World Wide Web. Typically, an FTP session involves a client and a server. If you have already signed up with an Internet Service Provider (ISP), it may have created a personal FTP account and given you an FTP address, a user ID, a password, and the path to your personal directory (optional). You need this information to access the ISP's server and upload your site after you are finished with your design, so the ISP can post it on its Web server. If you are not sure, ask the server administrator for information on your FTP account.

Adobe GoLive features an easy-to-use FTP client with drag & drop ca-
pability that is integrated into the *Site Window.* Before using FTP, you
need to make several settings, including the FTP address, the target
directory, your user ID and password, and various communication-
related settings:

1 Make sure that you have all communications-related control
   panels (PPP, TCP/IP, and Modem) set up properly on your Macin-
   tosh. For more details, please consult the user manual of your
   modem or ISDN adapter.

2 With the *Site Window in the front,* click the *Site Settings* button
   in the *Site Toolbar.*

3 The *Site Settings* dialog box appears (see below).

4 In the left section of the dialog box, click the *FTP* icon.

5 In the *Server* text box, type in the FTP address specified by your
   ISP for the Web server you want to upload to.

6 If required, type in the directory path to your personal folder on
   the Web server in the *Directory* text box.

7 In the *Username* text box, type in the user ID that the server ad-
   ministrator gave you.

8 In the *Password* text box, type in the personal password that the
   server administrator assigned you.

9 Place the cursor in the *Port* text box and type in the number of
   the port you will use to access your Web server—for example
   "21", which is the most common port specification.

10 If a firewall protects the FTP server, you may have to check the *Use passive mode* checkbox.

Now that you've made the basic settings, you can connect to the FTP server:

Click this icon bar, followed by the FTP tab rider.

1 If the *Site Window* displays a single pane only, click the icon bar in the upper right corner of the window, then click the vertical tab labeled "FTP" to display the *FTP* tab in the right pane.

If the *Site Window* displays two panes, click the vertical tab rider labeled *FTP* in the right pane (if not already open).

2 Click the *FTP Server Connect/Disconnect* button ⊞ in the *Site Toolbar* to access the server.

3 Adobe GoLive starts connecting to the FTP server. Wait for the *Connected* message to appear in the status line at the bottom of the *FTP* tab.

4 When connected, drag files or folders from the left pane of the *Site Window* onto the *FTP* tab, as the example below shows.
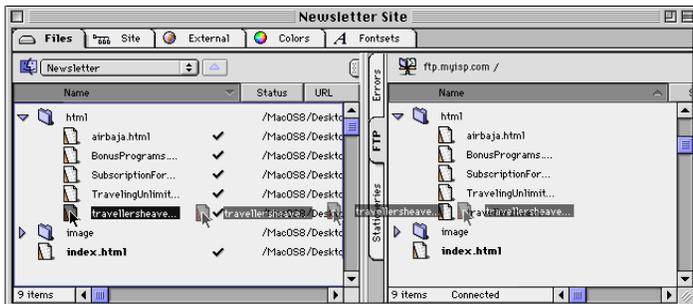
5 This is all you need to do to upload files to your ISP's server. You can also download files by dragging them in the reverse direction or open HTML pages in Adobe GoLive by double-clicking.

6 When you are done copying, click the *FTP Server Connect/Disconnect* button ⊞ in the *Site Toolbar* one more time to terminate the FTP session.

Summing Up

In this QuickStart Guide, you've done the following tasks:

- created pages
- added content, including text and graphics
- added new pages and created a site document
- made links
- previewed your work
- designed a site
- uploaded files via FTP

Once you're comfortable with the material in this QuickStart Guide, you'll want to learn how to use frames, insert QuickTime movies and Java applets, write JavaScripts, build DHTML animations, format your document with Cascading Style Sheets, and much more. The *User Manual* remains your best guide to Adobe GoLive's many features.

Chapter 3   Adobe GoLive Basics

This chapter describes the rich functionality built into Adobe GoLive, the complete solution for HTML layout, design, and Web site management. The following pages outline the major features that reduce the workload on Web designers, programmers, and Web masters alike in their daily chores. Chapter 3 also describes common controls shared by the various windows and palettes used within the application.

General

Adobe GoLive contains virtually everything graphic artists and professional publishers are looking for in a Web publishing package. It goes well beyond the scope of basic WYSIWYG editors and gives you a set of tools that will really boost your productivity. Adobe GoLive provides authoring tools for users at any level of expertise—from the "newbie" to the proficient Web programmer.

Adobe GoLive is the first Web page editor to abandon overloaded toolbars for a more user-friendly *Palette*-with-*Inspector* approach. It's also the first editor to feature a fully context-sensitive toolbar. By shifting all HTML objects to the *Palette* and introducing context-sensitivity, Adobe GoLive always offers a tailored set of functions for any given task. This simplicity lets you concentrate on the Web design job at hand, rather than cope with the complexities of the user interface.

For either layout or raw HTML code, Adobe GoLive supplies the best of both worlds. It also offers the *Outline Editor*, a unique feature not found with any competing product. A simple mouse-click switches you between document views.

Add the comprehensive support for multimedia plugin technology and DHTML animation, the seamless integration of Cascading Style Sheets, a wide selection of color options, sophisticated graphical site management capabilities, a fully fledged site designer, and an editing environment with maximum ease of use, and you'll get a good impression of the power Adobe GoLive offers.

Finally, Adobe GoLive features a state-of-the-art site management tool that lets you keep it all together. When you manage your site in Adobe GoLive's *Site Window,* you will never lose any data—whether you are dealing with tens or hundreds of pages, images, media items, and other site components.

Part 4 — Adobe GoLive Feature Overview

Creating Web Pages with Adobe GoLive

Adobe GoLive is HTML-based authoring software to allow you to visually lay out Web pages with drag & drop ease. This ease of use is possible primarily because of its unique *Layout* mode and a complete set of companion authoring tools.

The following screenshot illustrates the Adobe GoLive publishing environment and explains its key features.

The Adobe GoLive Screen

The Toolbar always offers the right set of tools for the current selection.

The Palette contains a full selection of HTML tags—ready for drag & drop insertion.

The main document window gives you seven different views to choose from—each on a tab of its own.

The *Inspector* lets you preview files and set up tag attributes.

The *Color Palette* is Adobe GoLive's drag & drop coloring tool.

The Site Window is a container for Web pages and resources.
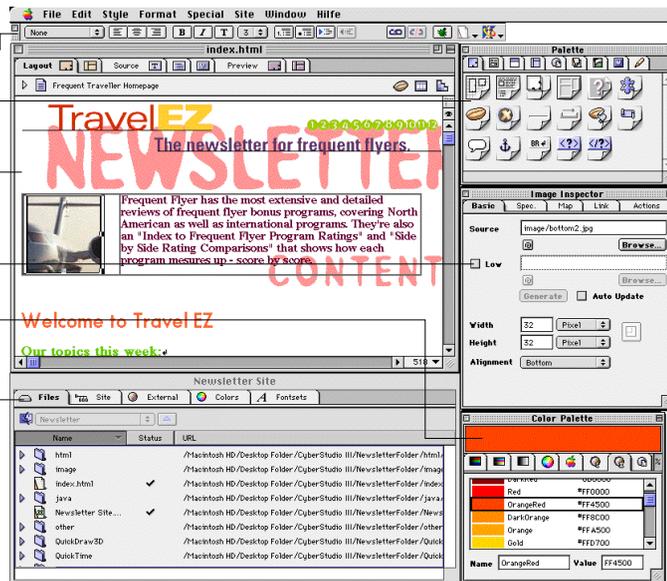
When editing Web pages, you'll use the following major components:

- the context-sensitive *Toolbar*, which offers the proper set of formatting shortcuts for any given selection in the document window

- the *Palette*, which holds a selection of iconized HTML tags

- the context-sensitive *Inspector,* which lets you preview resources and set up objects, links, and HTML tag attributes
- the *Color Palette*, which enables you to drag & drop color to text and objects
- the *Site Window*, which lets you manage your Web pages and resources in major site building projects

Authoring tools available in *Layout* mode include:

- An HTML table editor that lets you flexibly use tables as a page design tool or for arranging information. The table editor supports such features as column and row spanning, drag & drop coloring, drag & drop content insertion, and data import from spreadsheet applications.
- A visual JavaScript editor that features drag & drop scripting and color syntax checking.
- An easy-to-use interface for embedding third-party multimedia items and Java applets, complete with live playback capability.
- A customizable interface for new plugins and Java applets.
- Browser-specific options—for example, the marquee tag that Microsoft Internet Explorer uses.
- Consistent use of an HTML native file format.
- Seamless integration of the latest Web imaging standards, including PNG (Portable Network Graphics) support.
- Full support for foreign languages and script systems.
- A built-in multi-language spellchecking tool.
- Elaborate find & replace options.
- Thumbnail previewing of HTML pages.
- An easy-to-use graphical front end for interactive WebObjects elements.

The Palette

Arranged in nine context-specific tabs, the *Palette* window holds a wealth of iconized tags, structural page elements, and generic site objects. It also lets you store often-used items of any description and degree of complexity for future use.
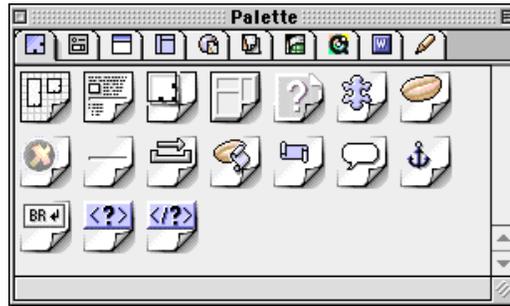
The Palette

The following table lists the *Palette* tabs and their respective functions:

Symbol	Function
	Click this icon to select the *Basic Tags* tab. Each object on this tab represents an HTML tag that goes into the body section of the page.
	Click this icon to select the *Forms Tag* tab. Each object on this tab represents an HTML form tag that goes into the body section of the page.
	Click this icon to select the *Header Tags* tab. Each object on this tab represents an HTML header tag that goes into the header section of the page.
	Click this icon to select the *Frames* tab. Each object on this tab represents an HTML frame set tag that goes into Adobe GoLive's *Frames* view.
	Click this icon to select the *Site* tab. Each object on this tab represents a generic site object that goes into Adobe GoLive's *Site Window*.
	Click this icon to select the *Extra* tab. Each object on this tab represents a stationery page that goes into Adobe GoLive's *Site Window*.
	Click this icon to select the *CyberObjects tab*. Each object on this tab represents a grouping of HTML tags and JavaScript code that goes into the body section of the page.
	Click this icon to select the *WebObjects* tab. Each object on this tab represents a WebObjects-specific HTML tag that goes into the body section of the page.
	Click this icon to select the *Custom* tab. You can drag objects from the *Layout* view to store them in this tab and insert them back in any document when you need them.

The number of tabs in the *Palette* may vary, depending on the set of modules you have installed or enabled in Adobe GoLive's preferences. For example, the default installation doesn't copy the WebObjects module to your hard disk, so the *WebObjects* tab will not appear in the *Palette*.

Inspectors

Accompanying each element dropped in your page is a context-sensitive *Inspector* window that saves you from clicking *OK* repeatedly in multi-level dialog boxes. When you insert a tag or other element, the proper set of options appears in the *Inspector* window, allowing you to set your tag attributes instantly.

The Image Inspector
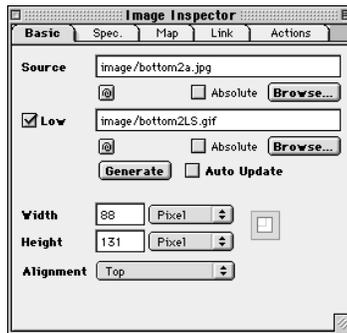
Inspectors let you create hyperlinks, reference image files or other resources, resize elements with pixel-level precision, align objects with respect to adjacent text, control inter-object spacing, and make many tag-specific settings.

If an object references another file, as is the case with images, the *Inspector* serves as the point of departure for *Point & Shoot*, Adobe's proprietary hyperlink and file reference creation tool.

The illustration below shows the interaction between the *Palette* and *Inspector* windows: Whenever you drag an element from the *Palette* onto the main document window, context-sensitivity ensures that the *Inspector* offers the appropriate tag attributes.

Interaction Between the Palette and Inspector Windows

Dragging the Image icon from the Palette onto the document window…
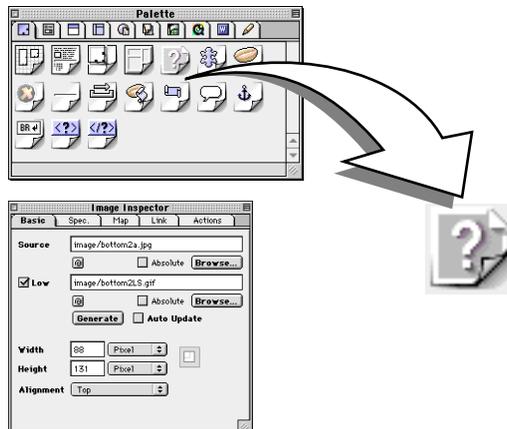
… opens the Basic Tab of the Image *Inspector* in the Inspector window.

The Color Palette

The *Color Palette* is Adobe GoLive's drag & drop coloring tool. You color objects by selecting a color from a rich choice of different color spaces and drop it at a color field in the *Inspector* window or selected text in the document window.

The Color Palette
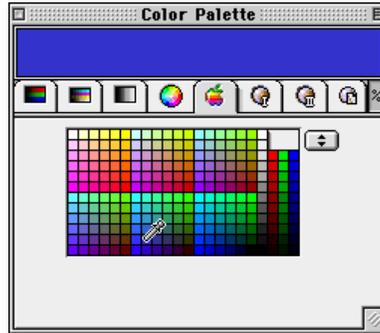
The Color Palette offers seven color spaces and a grayscale, each on a separate tab:

- RGB
- CMYK
- Indexed colors
- Apple system colors
- Real Web Colors (a palette of 216 Web-safe colors that display without dithering on any platform)
- Web Named Colors

Additionally, a dedicated tab is supplied for colors you collect in the *Site Window,* Adobe GoLive's site management tool.

Point & Shoot

Point & Shoot is Adobe's proprietary technology that makes the creation of links more convenient and completely intuitive. You can start *Point & Shoot* linking from various sources and link to an object in the *Site Window* or to a destination on another page.

The example below shows *Point & Shoot* linking of text to a page in the *Site Window*.

Point & Shoot

Point & Shoot from text on one page…

… to create a link to another page.
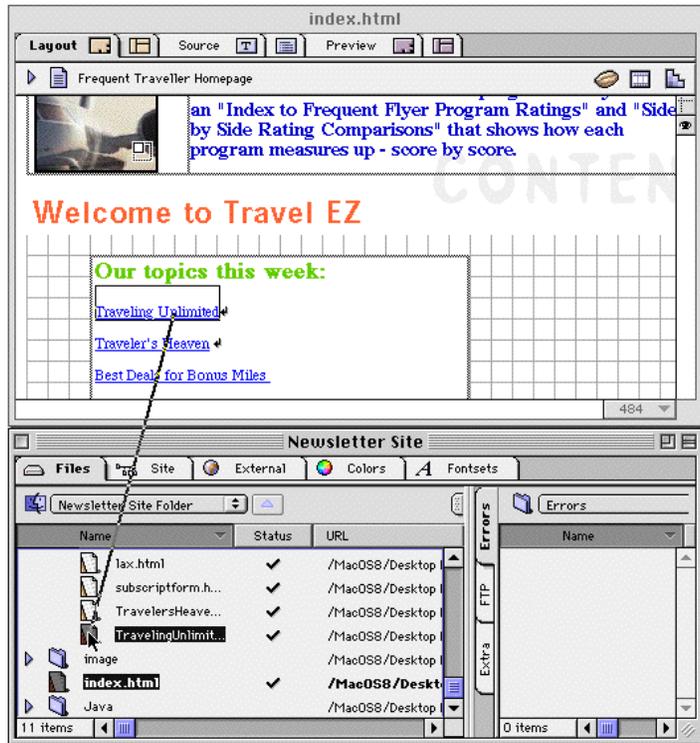
When working with Adobe GoLive, you'll also use *Point & Shoot* for other purposes—for example, to link Web pages or to assign an image, media file, or other items to a placeholder inserted from the *Palette*.

Multiple Document Views

For easy access to the editing mode that best suits your purposes, Adobe GoLive offers a choice of five different document views:

- The *Layout* view lets you design a page visually with pixel-level precision.
- The *Frames* view allows you to structure your page layout using HTML frames.
- The *Outline Editor* adds structure to your HTML code.
- The *Source Editor* lets you write and edit HTML source-code.
- The *WebObjects* editor enables you to edit declarations files for dynamic Web pages for use with Apple's WebObjects Server. (This is only available if the WebObjects module is installed; see separate *Using WebObjects* manual for more information.)

Each document view has a dedicated tab, which you can select by clicking at the desired tab rider. Switching between views is fully transparent—what you see in the individual views is always based on the same code. Also, Adobe GoLive tracks your selection: What you select in one view remains selected in the other when you switch views.

Choosing an Editing Environment

As already noted in the "General" section of this chapter, Adobe GoLive offers various alternative editing environments for adding content to and editing Web pages:

- In the *Layout* view, you can insert a layout grid that lets you place text and other objects—just like in a frame-oriented desktop publishing program. As with a conventional page layout program, Adobe GoLive gives you a good sense of how your pages will appear to your audience. The *Layout* view is also where you create DHTML animation and use the advanced formatting controls available from Cascading Style Sheets.

  The *Layout* view allows you to work in the conventional "free-flowing Web pages" mode, too. You can type text and insert objects from the *Palette* (see page 56) one by one, but you will have to preview your work more frequently to check the results.

  To switch to the *Layout* view, click the *Layout* tab in the document window.

- The *Outline* view permits a closer look at the "selection" of your document, displaying the structure of your HTML code.

  To switch to the *Outline* view, click the *Outline* tab in the document window.

- The *Source* view is a fully featured HTML text editor that supports drag & drop editing and syntax highlighting.

  To switch to the *Source* view, click the *Source* tab in the document window.

- The *Frames* view lets you subdivide your Web page and display pages in frames.

  To switch to the *Frames* view, click the *Frames* tab in the document window.

- The *WebObjects* tab lets you edit the *WebObjects* declaration file.

  To switch to the *WebObjects* declaration tab, click the *WebObjects* tab in the document window.

Previewing

Adobe GoLive offers *Preview* modes that enable you to preview the results of your work instantly, without launching a browser.

- The *Layout Preview* tab lets you preview pages created in the *Layout, Source,* and *Outline* modes.
- The *Frame Preview* tab lets you preview pages created with the frames editor.

Layout

In the *Layout* mode, Adobe GoLive works much like a frame-oriented desktop publishing program, giving you a realistic impression of how the page will look when viewed with a Web browser. Resizable layout grids let you drag objects from the *Palette* onto your page and position them exactly where you want them to appear to the Web surfer. After inserting a grid, you can add frame-like text boxes, then drag & drop or type to insert text. You can also add images, forms, lists, and multimedia elements—precisely placing each object on the page, just as you would with page layout software.

The Layout View

Click at this tab to select the Layout view.
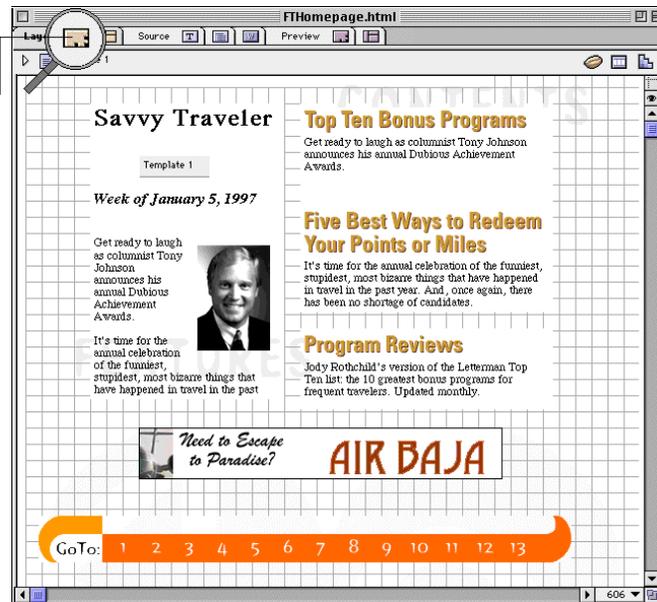
You'll do most of your editing in the *Layout* view. You can drag any object from the *Palette* onto the document window, then "tweak" its appearance for best results using the tag-sensitive *Inspector* window. Drag & drop support is also available for images, URLs, E-mail addresses, colors from the *Site Window*, and colors from the *Color Palette*. Additionally, you can drag & drop between the Finder and the *Layout* view to preview images.

For more details, see the descriptions of the *Palette*, *Inspector*, *Point & Shoot,* and *Color Palette* windows earlier in this chapter.

Frames

The *Frames* mode lets you use HTML frames to subdivide your page into independent panes.

Subdividing your page helps you organize your display and makes it easier to work with. Because each pane displays a separate page, you can change and scroll it independently.

Adobe GoLive's *Frames* mode is fully drag & drop-based: You can use drag & drop to insert a page into each frame, as well as resize frames and rearrange frame sets.

The Frames View

Click this tab to select the Frames view.

Click this tab to select the Frames preview.
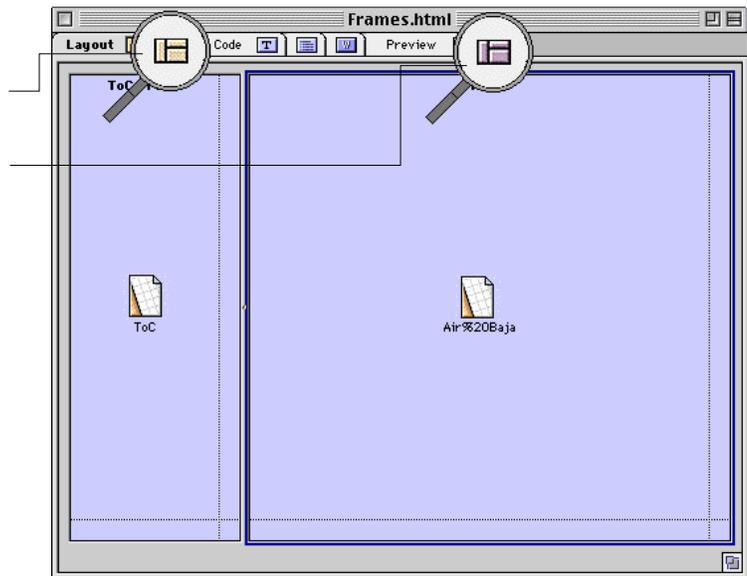
A preview tab in the main document window eliminates the need to launch a Web browser for previewing HTML frames. Also, you can preview frame sets selectively by disabling individual frames.

Outline

The *Outline* mode lets you view your document in a structured approach to building, fine-tuning, and debugging HTML code.

The *Outline* view shows the hierarchy of HTML tags in your document, using a box metaphor to display individual tags.

The Outline View

Click this tab to select the Outline view.
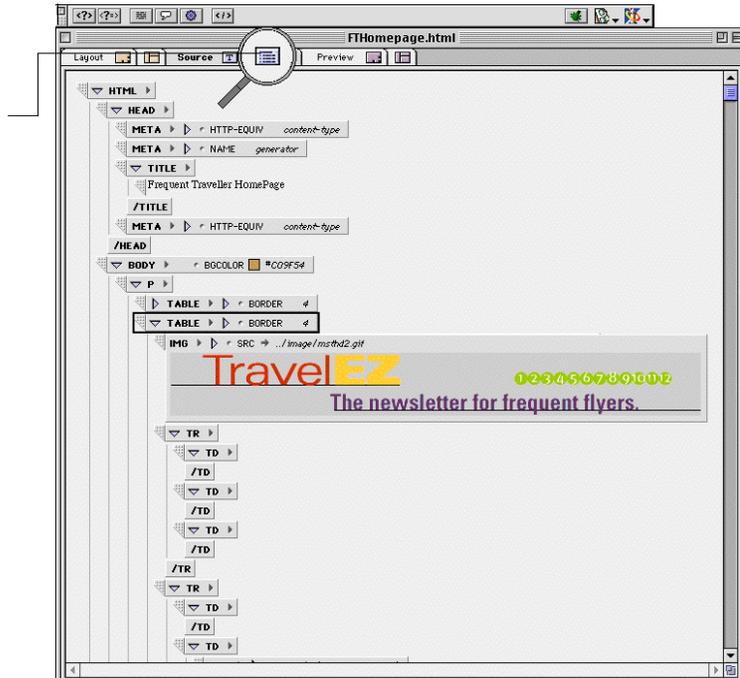
In the *Outline* view, you can collapse and expand individual tags or entire parts of the document hierarchy with a mouse-click.

Editing is also possible in the *Outline* mode: You can insert tags and attributes, text and comments using either the shortcut buttons on the context-sensitive toolbar or menu commands.

Source

The *Source* mode lets you view the HTML code behind your document, much the same way text-oriented Web editors do. This document view is particularly useful for experienced HTML programmers who want to fine-tune their work and check their HTML code before publication.

To ensure that your code is absolutely error-free, however, the *Source* mode uses syntax highlighting. In syntax highlighting, separate colors visually separate tags, attributes, and document content, making it easy for users to keep track of their HTML code.

The Source View

Click this tab to select the Source view.
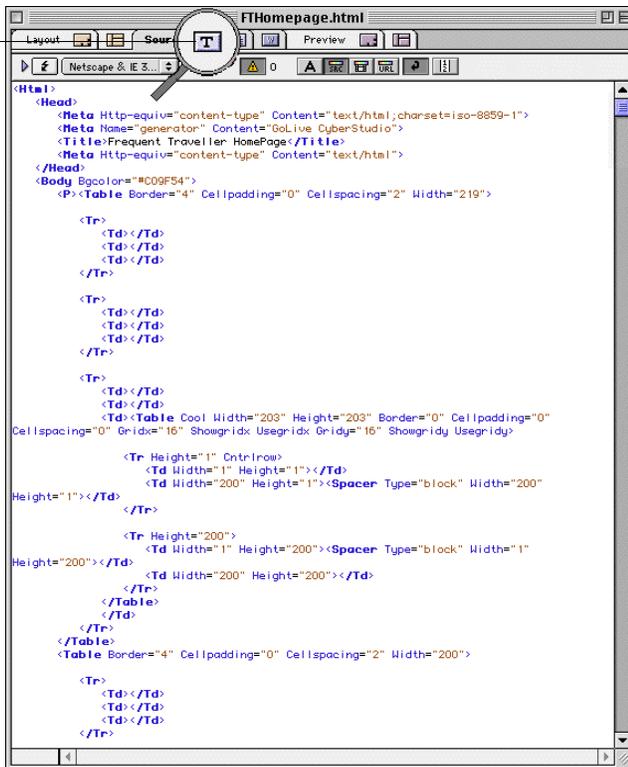
For maximum ease of use, all syntax highlighting and checking commands are available as shortcut buttons above the main window area.

Consistent with Adobe GoLive's overall design, the *Source* view provides full drag & drop support for all *Basic Tags* from the *Palette*.

Creating Animations

Adobe GoLive provides comprehensive support for DHTML (Dynamic HTML)—a new technology for the 4.x generation of Web browsers. Dynamic HTML lets Web authors create animated pages without typing a single line of code or using third-party animation software that produces bulky, slow-loading files. DHTML has two major components:

- floating boxes
- Netscape's JavaScript and Microsoft's JScript scripting languages

Adobe GoLive features a complete set of DHTML tools that let you insert floating boxes with drag & drop ease, then set them up in dedicated editor windows. An example of Adobe GoLive's DHTML editing environment appears below.

Creating DHTML Animations in Adobe GoLive

Dragging the Floating Box icon from the Palette into the document window inserts a floating box.

This floating box contains an animated GIF image. It moves along a curved path from the upper left to the upper right corner of the page.

The Timeline Editor lets you control the motion of the floating box over time.

The Floating Box Inspector controls the initial position, layering, and visibility, of the floating box, as well as the curve shape of the animation.
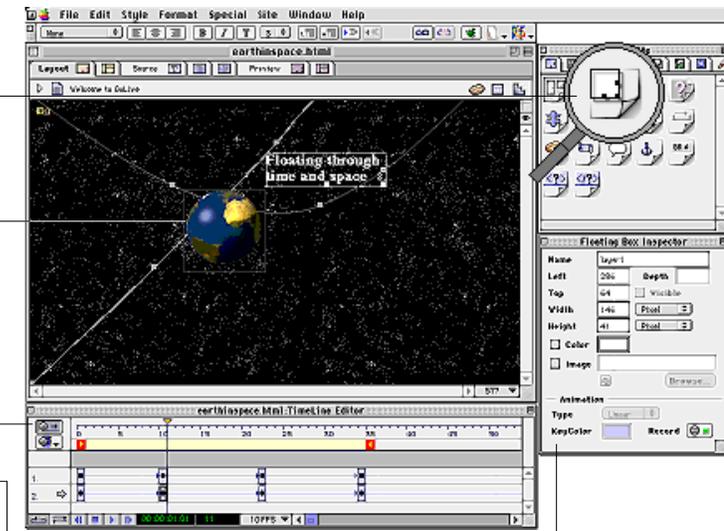
Adobe GoLive's DHTML Animation Tools

Adobe GoLive's DHTML animation editing environment consists of three major components:

- The *Floating Box* icon in the *Basic Tags* tab of the *Palette* lets you insert a floating box via drag & drop or double-clicking.
- The *Floating Box Inspector* allows you to set both static and dynamic properties of the floating box, including initial position, width and height, and background color or image displayed in the floating box, visibility, dynamic layering of multiple floating boxes, and shape of the animation path.

- The *Timeline Editor* lets you determine the behavior of floating boxes within the page. Keyframes mark specific times at which the animated item is supposed to change its path or appearance. Keyframes can also be connected with JavaScript-based actions. Actions can jump to another page or perform other browser-specific actions.

The *Floating Box Inspector* is the companion inspector window to the *Timeline Editor*. It lets you control the position and appearance of each animated item, temporarily hide selected items to simulate relative motion, and control their stacking order.

You can connect many Adobe GoLive objects with *actions*, which are ready-to-use JavaScript scripts compatible with all major browsers. You can use them to animate objects, flip or move items across the page, open specified URLs or windows, swap the content of an image, play an audio track, show or hide an object, and perform many more activities.

Additional DHTML objects reside in the *CyberObjects* tab of the *Palette*.

The CyberObjects Tab of the Palette
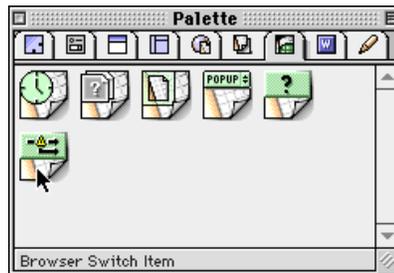
They let you do the following:

- add a date & time stamp
- create animated navigation buttons
- insert components to reference visual design elements that occur on multiple pages
- include a popup menu listing selected destinations on the Web
- insert actions into the header section of the page to trigger the execution of a script before the browser loads the body section of the page
- insert a script into the header section of the page that reads the application name and version number of the browser and jumps to a browser-specific version of the current page

Cascading Style Sheets

Adobe GoLive contains all the tools necessary to let Web designers use Cascading Style Sheets (CSS) for building pages that really stand out—with minimum effort. Cascading Style Sheets not only give the user tighter control over the on-screen presentation of documents but they also introduce platform-independent typography. As more and more Web surfers migrate to the 4.x generation of browsers, Web authors will soon be able to abandon using GIFs to render type. The screenshot below shows Adobe GoLive's CSS editing tools.

Creating Text Styles with Cascading Style Sheets

Shortcut buttons on the Stylesheet Toolbar let you add styles to the Stylesheet Window.

This oversized headline was created using a CSS ID selector.

A negative leading allows this subheader to "grow" into the headline.

This is a normal H1 header—formatted with CSS.

These are normal H2 headers—also formatted with CSS.

The CSS Selector Inspector lists Adobe GoLive's in-ventory of style properties.

The Stylesheet Window shows all styles you have created within your document.
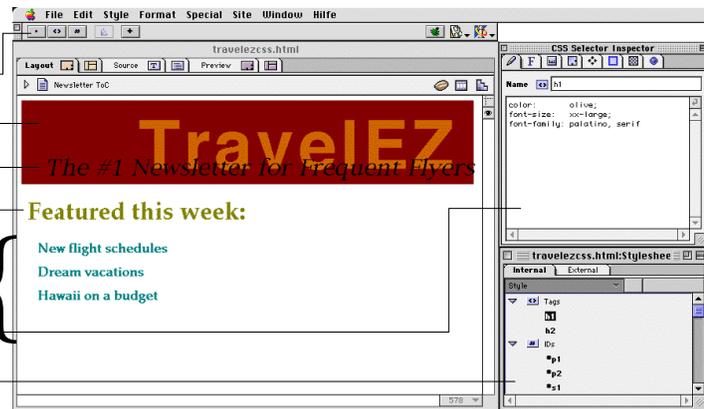
Adobe GoLive lets you create a style sheet either within the current page or—to make it available site-wide—as an external document. You can then add styles by clicking buttons on the *Stylesheet Toolbar* and edit their properties in the *CSS Selector Inspector.* Style variants that CSS supports include:

- *Tag selectors:* This type of style reformats standard HTML tags. Once created, it is applied automatically.
- *Classes:* Much like text styles in a word processor, this type of style can be applied universally to elements you select in your page. Classes have a dedicated tab in the *Text Inspector,* which works like a style palette.
- *IDs:* This type of style identifies a unique element in your page.
- Referenced style sheet: You can reference an external style sheet from within any page in your site. Whenever you make changes to the style sheet, your pages are automatically reformatted throughout your site.

The Site Window

Adobe GoLive's state-of-the-art site manager module lets you keep it all together. The *Site Window* makes site management a snap— whether you are dealing with tens or hundreds of pages, images, media items, and other site components. Transparent integration with the Macintosh Finder makes site management very intuitive: The *Site Window* shows an exact replica of the folder structure on your hard disk, so when you move an item around in the *Site Window*, the same happens to the physical file in the Finder.

Adobe GoLive lets you design, create, import, edit, and view an entire site as a complete project. With Adobe GoLive, you can graphically see a site's structure, adjust its hierarchy, add pages, delete pages, and open individual pages, as well as verify, change, and update links and anchors.

State-of-the-art technology—*Point & Shoot* linking, FTP-based editing access to Web servers with bidirectional update capability, graphic displays of physical document hierarchies, and import capability for homepages—plus referenced files, automatic URL reference parsing, and continuous link integrity validation save time, increase productivity, and ensure Web compatibility.

The Site Window

The left pane of the Site Window shows the items that make up your site, replicating the physical file and folder structure on your hard disk.

The right pane of the Site Window shows missing items in the Errors tab.
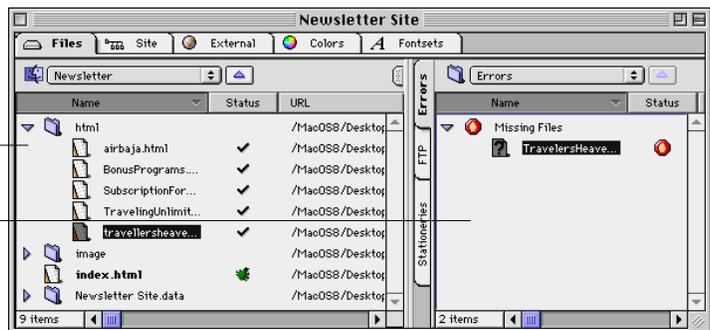
The *Site Window* is the key to site management. It lets you collect and manage your resources using iconized lists of Web pages, text documents, media files, images, Uniform Resource Locators, mail addresses, colors, and font sets.

The *Site Window* is subdivided in five horizontal tabs:

- The *Files* tab is in turn divided into two panes. The left pane shows the HTML pages, media files, and images used in your site. The right pane has three vertical tabs:
    - Along with other errors indicators, the *Errors* tab alerts you to missing file and orphan file problems.
    - The *FTP* tab lets you view your site on the Web server, open files remotely for editing, and make incremental updates in either direction.
    - With the *Extra* tab, you can create and store stationery you want to use when designing your site.
- The *Site* tab contains Adobe GoLive's graphical site viewing and design tools (see later in this section).
- The *External* tab can store URLs and E-mail addresses you want to insert into pages.
- The *Colors* tab can store site colors for later use. Site colors are available for drag & drop coloring while you are designing pages.
- The *Fontsets* tab can store fontsets for later use. Fontsets are also available for drag & drop insertion.

Site Management Tools

Accompanying the *Site Window* are companion windows with site management tools, including a context-sensitive toolbar, two tabs in the *Palette*, and specific *Inspectors* for the items listed in the *Site Window*. The example below shows the *Site Toolbar* and explains its multiple shortcut buttons.

The Site Toolbar

Creates a new folder in the Finder.
Opens the selected file or folder.
Deletes the current selection.
Equivalent to Get Info in Finder.
Shows file in Finder.
Opens a Find Files dialog box.

Bidirectional update via FTP.
Connects to Web server via FTP.
Opens Settings panel.
Changes links across the board.
Opens the Link Inspector.
Updates the Site Window.

The Site View

The *Site View* tab in the *Site Window* gives you an overview of the hierarchy within your site, using user-selectable document icons and a spiderweb of interconnecting lines to display the hyperlinks.

Beyond its viewing functionality, however, the *Site View* is also a fully fledged site design tool, allowing you to lay out the architecture of your site before you start adding content.

The Site View

The home page is the parent page.

Interconnecting lines represent forward links.

Referenced pages are children of the parent page and siblings to each other.

Horizontal lines represent backward links between siblings or between a child and a parent.
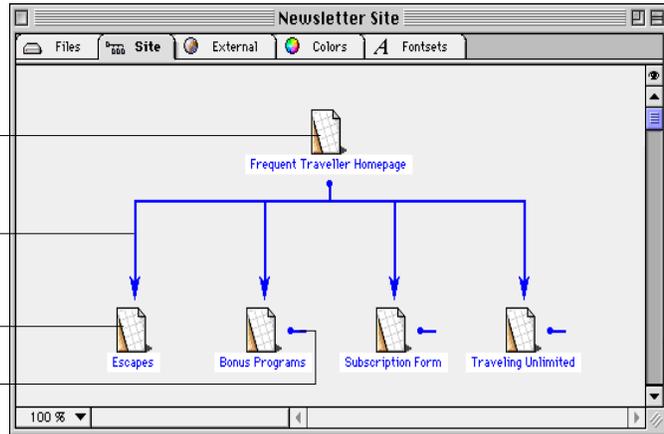
An associated *Site View Controller* window lets you customize the *Site View* in many ways to suit your personal viewing preferences.

Invoked via a button on the toolbar or a menu command, the *Link Inspector* functions much like a magnifying glass, permitting you to zoom in on selected items in your site. The resulting spiderweb view lets you walk through your site and inspect individual pages and the links they maintain with other pages and resources.

The Link Inspector

Small icons indicate pages or resources refer-
enced by the current page.

The threads of the spiderweb represent links or
references to resource files.

The large symbol (a generic symbol, thumbnail,
or standard file icon) indicates the current page
you have zoomed in on.

Point & Shoot buttons let you edit multiple hy-
perlinks or file references at a time.
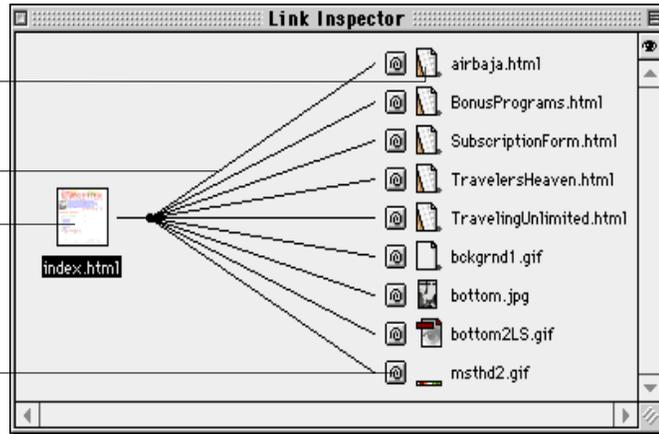
The *Link Inspector* is also a convenient hyperlink editing tool. For ex-
ample, using *Point & Shoot* from within the *Link Inspector*, you can
replace a reference to an image in all pages throughout your site.

Macintosh Technology Support

Adobe GoLive is designed specifically for Macintosh users. It allows
you to drag & drop files directly from the Finder onto your page. It
works smoothly with your other Macintosh applications. And Adobe
GoLive supports all the latest Apple technologies, including Apple
Guide, QuickTime 3.0 , QuickTimeVR™, ColorSync 2.5, and others.
Adobe GoLive provides full compatibility with MacOS 8.5 technol-
ogies, such as the *Appearance Manager* and *Navigation Services*. A
brief description of the new features incorporated in release 4.0 can
be found in *Part 5 —New Features in Adobe GoLive 4*, on page 74
later in this chapter.

WebObjects Support

Adobe GoLive provides a convenient, easy-to-use front end for We-
bObjects, the powerful high-end development environment for dy-
namic interactive Web applications from Apple Computer (formerly
from NeXT Software, Inc.).

Adobe GoLive's WebObjects support makes it easy for designers and
programmers to work together and build dynamic Web pages. While
designers create the visual presentation, programmers can use the
WebObjects development environment (not included in Adobe
GoLive) to develop the logic.

The WebObjects Tab of the Palette
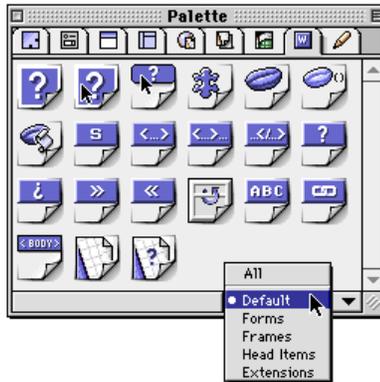
The *WebObjects* tab of the *Palette* offers a complete set of WebObjects elements, all ready for drag & drop insertion. Each WebObjects tag has its own *Inspector* window with a specific set of configuration options.

When the user chooses configuration options, the result is written to a declaration file that links the WebObjects tags on your HTML page with the corresponding WebObjects components on the Web server and specifies the actions to be taken. This declaration file appears in a dedicated tab in the document window.

For instructions on using WebObjects, see the separate *Using WebObjects* manual shipped with the Adobe GoLive package.

World Script and Text Encoding Converter Support

Adobe GoLive uses World Script and Text Encoding Converter, Apple's proprietary system extension for multi-language documents, so you can build Web pages that Web surfers worldwide can read.

AppleScript Support

Adobe GoLive's HTML source mode provides comprehensive support for AppleScript, Apple's proprietary tool for automating repetitive tasks on Macintosh computers. Scripting Adobe GoLive allows you, for example, to build pages automatically.

Part 5 — New Features in Adobe GoLive 4

This section, directed to users of the 3.x versions of Adobe GoLive, contains a rundown of new features introduced with Release 4. Where required, cross-references are made to individual chapters that provide in-depth coverage of the features listed here.

User Interface Enhancements

Adobe GoLive's support for the Mac OS 8.5 Appearance Manager has been further enhanced. When you enable the *Smart Scrolling* option on the *Options* tab of the Mac OS *Appearance* control panel, the scroll box in the scroll bar is continuously resized according to the visible content of the window. This feature is available for all windows in Adobe GoLive 4.0, including document windows, the *Site Window*, the *Inspector*, the *Palette*, the *Floating Box Controller*, and the *Color Palette*.

Two new options have been added to the *Preferences - General - Display* dialog box (see below) to let you control Appearance Manager support.

The Preferences - General - Display Dialog Box

Use this option to enable or disable Appearance Manager support, as desired.

Use this option to enable or disable Navigation services, as desired.
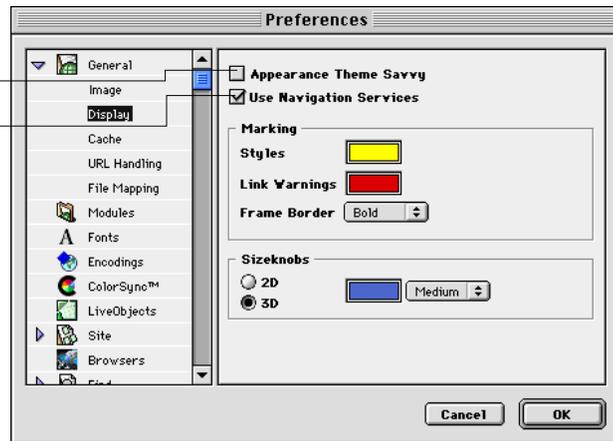
The *Appearance Theme Savvy checkbox* lets you enable or disable Mac OS 8.5 Appearance support for Adobe GoLive.

The *Use Navigation Services checkbox* lets users who prefer working with standard *Open* and *Save* dialog boxes disable Mac OS 8.5 Navigation services for Adobe GoLive.

Multiple Cell Selection and Text Formatting

Adobe GoLive 4.0 lets you select multiple cells in a table and apply colors, font sets, and relative font sizes, even to single cells within the selection. Unlike table editors in word processors, however, the cells you select do not have to form a contiguous block. A detailed description of the new cell selection and formatting options appears *Making Selections Within a Table* on page 139 in Chapter 4, *Building Web Pages*.

Improved Web Technology Support

Adobe GoLive 4.0 provides basic viewing and editing support for various emerging Web technologies, including Extensible Markup Language (XML) and Microsoft's Active Server pages.

It preserves hidden non-HTML code found in the page, including special locations such as the space before the first opening <HTML> tag or between table cells. These new capabilities are the subject of a dedicated chapter, *Web Technology Support*, starting on page 755.

New Site Management Capabilities

This section familiarizes you with the new site management features in Adobe GoLive 4.0 and uses cross-references to guide you to the pages in this manual where more detailed information appears.

Link Maintenance for QuickTime™ Movies and Shockwave or Flash Files

Adobe GoLive's link parser has unlimited access to the URLs on the HREF tracks of QuickTime™ movies and Macromedia Shockwave or Flash files, allowing it to monitor both file formats for broken links and rewrite internal URLs when the user changes a link or file reference.

Subfolder Rescan Capability

Unlike previous 3.x versions, which scanned the entire site folder when the user clicked the *Update* button ☑ on the *Site Toolbar* or chose the *Update* command from the *Site* menu, the new 4.0 release has the ability to scan subfolders of the site folder. In terms of usability, this means that when you use the *Update* command while you are browsing a subfolder, the program won't return the *Site Window* to the root level anymore after completing the rescan.

Contextual Menu Support for Troubleshooting Missing File Problems

Adobe GoLive 4.0 features a new *Find* shortcut on the contextual menu that appears when you Control-click a missing file item in the *Error* tab in the right pane of the *Site Window*. This feature is described in the section *Using the Contextual Menu for Troubleshooting Missing File Problems* on page 689 in Chapter 17, *Managing Web Sites with Adobe GoLive*.

Absolute Paths in URLs

Adobe GoLive 4.0 lets the author decide whether the path specifications within URLs that reference other items in subfolders of the site folder should be relative or absolute. This feature has been introduced to accommodate applications in which path specifications must be relative to the root folder of the site. It also enables Adobe GoLive to import sites that use absolute URLs without producing multiple error messages. For more details, please refer to the section *Setting Up Adobe GoLive to Use Absolute Paths* on page 719 in Chapter 17, *Managing Web Sites with Adobe GoLive*.

URL Mappings

The new *URL Mappings* feature lets experienced Web authors work with Web sites that are distributed over several folders. This feature provides the flexibility to handle complex sites that reside in separate directories on the Web server or on different Web servers. In-depth coverage of this feature is given in the section *URL Mappings* on page 715 in Chapter 17, *Managing Web Sites with Adobe GoLive*.

New CyberObjects

Adobe GoLive 4.0 comes with many enhancements to the *Cyberobjects* DHTML authoring environment.

Following is a brief list of the new features:

- You can now embed and display scripted actions, floating boxes, scenes, button images, and URL popups in dynamic components. The new release also lets you nest dynamic components.

- Adobe GoLive 4.0 gives you the option of creating an external JavaScript library file that stores common code from JavaScript actions, scenes, and image buttons. This library is uploaded together with the pages to make the code accessible. For more details, please refer to the section *Shifting Code to an External Library*, starting page 316 in Chapter 5, *Dynamic HTML*.

- New triggers give Web authors more options for launching scripted actions. Actions can now be started when the browser loads or leaves the page, by calling a named action from the head section, or when the browser hits an inline action trigger. in the body of the page. For more details, please refer to the section *Action Triggers* on page 273 in Chapter 5, *Dynamic HTML*.

- The following actions have been added:

  - *Get Floating Box Position* monitors the current location of a floating box on the screen.

  - *Get Form Value* reads text the visitor enters in a text field.

  - *Document Write* interworks with the new *Inline Action Item* from the *Palette* (see page 248) to let you dynamically insert HTML code in the body section of the page.

  - *Move by* moves a floating box horizontally and/or vertically.

  - *Call Action* calls an action from the head section of the page.

  - *Call Function* calls a function from the head section of the page or an external JavaScript library.

  - *KeyCompare* launches an action when the visitor hits a selected key.

  - *Declare Variable* lets you declare a variable of a well-defined data type.

  - *Init Variable* lets you assign an initial value to each variable.

  - *Read Cookie* reads the content of a cookie.

  - *Set Variable* lets you dynamically assign a value to a variable.

  - *Test Variable* reads the current value of a variable.

  - *Write Cookie* saves the value of a variable in a cookie on the visitor's hard disk.

The new actions appear in the section *Using Actions*, starting on page 269 in Chapter 5, *Dynamic HTML*.

QuickTime Authoring

Adobe Systems has licensed QuickTime™ from Apple Computer, Inc. for use in Adobe GoLive 4.0. The new release comes with a robust QuickTime™ editor loaded with a wealth of authoring features, including the ability to create new movies and add effects and transitions. Also featured are sprite animations, audio and MIDI, hypertext references, chapter-based navigation, and subtitling. It enables multimedia authors to create movies for the Web and edit them using many of the new features included in Apple's QuickTime™ 3.0 authoring suite.

This new authoring environment is described in Chapter 7.

Part 6 — Common Controls in Adobe GoLive

Part 6 introduces common controls used in many windows and palettes throughout the application.

List Window Controls

List windows in Adobe GoLive, such as the *Site Window* or the *Web Database* window, share a set of controls that let you manipulate the order of columns and rows in lists.

List Sort Controls

You can sort the items listed in the active column in ascending or descending order. To change the sort order for the active column, proceed as follows:

1   Click the small triangle control in the column header.

2   This control sorts lists as follows:

Name		Name
Descending order		Ascending order
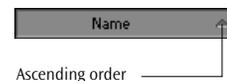
Column Resize Controls

You can resize the columns of any tab in a list window to display more of their content. To resize a column, proceed as follows:

1   Click the right border of the column header. The resize cursor ⊕ appears.

2   Drag to the right to increase column width or to the left to decrease.

Column Swap Controls

To rearrange the content of each tab in a list window, you can swap columns via drag & drop. An example of swapping columns in the *Files* tab of the *Site Window* appears below.

Swapping Columns

Command-click the column header to activate it for dragging.

Drag to the new location to rearrange the order of the columns.
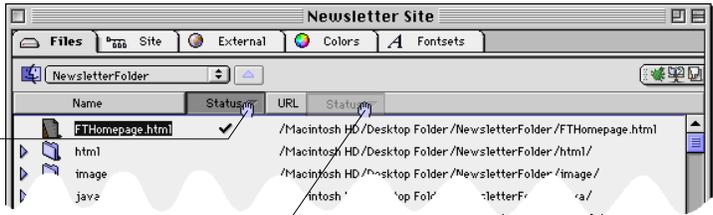
To swap columns, proceed as follows:

1   Command-click the head of the *Status* or *URL* column (you cannot shift the *Name* column).

2   Drag the column sideways in the desired direction and drop it at the desired location.

General Window Controls

Collapsing and Expanding Tab Riders

To increase the visible display area, Adobe GoLive lets you collapse the tab in any of its windows.

The following example illustrates how to collapse and expand tab riders.

Collapsing and Expanding Tab Riders

Double-click any tab rider to collapse all tabs within the active window…

… then click the narrow ledge below the title bar to expand all tabs again.

Pop-up Windows

To reduce desktop clutter, Adobe GoLive lets you use Apple's pop-up windows technology. You can collapse any document window and the *Site Window* by clicking its title bar and dragging it to the bottom of the screen, which reduces the window to a named tab. Similar to the MacOs 8 Finder, you can open pop-up windows by clicking their title tab. The following screenshot shows pop-up views of a document window and the *Site Window*.

Adobe GoLive Windows Reduced to Pop-up Windows
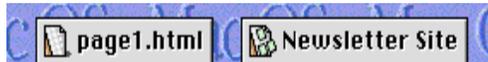
Adobe GoLive's pop-up windows are easily identified by the shape of their corners: Pop-up windows from the Finder have rounded edges, while Adobe GoLive's pop-up windows don't.

Collapsible Palette, Inspector, and Color Palette Windows

You can collapse the *Palette*, *Inspector* and *Color Palette* windows by dragging them to the right edge of the screen. Double-clicking expands them to their previous size.

Contextual Menus

Contextual menus are available for many items in Adobe GoLive's windows, including the document window and the *Site Window* (see *The Site Window* starting on *page 609* in Chapter 17, *Managing Web Sites with Adobe GoLive)*. The following screenshot shows a contextual menu on top of the *Site Window*.

A Contextual Menu on Top of the Site Window
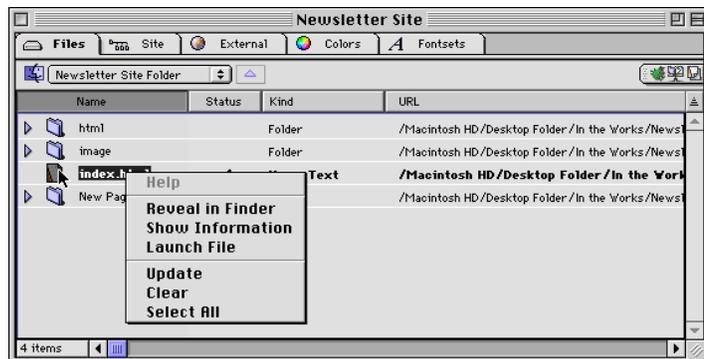
A contextual menu pops up when you Control-click an item in any of Adobe GoLive's windows.

Controls in the Document Window

In *Layout* mode, Adobe GoLive's document window has four built-in buttons:

⬭	Clicking this button opens the *JavaScript* editor. For a description and instructions, please refer to the section *JavaScript* on page 185 in *Chapter 4, Building Web Pages*.
▦	Clicking this button opens the *Timeline Editor*. For a description and instructions, see the section *The Timeline Editor* on page 232 in *Chapter 5, Dynamic HTML*.
▙	Clicking this button opens the *Stylesheet Window*. For a description and instructions, please refer to the section *The Stylesheet Window* on page 337 in *Chapter 6, Cascading Style Sheets*.
👁	While in *Layout* mode, clicking the "eye" button above the right scroll bar opens the *Layout View Controller* (see page 90 in *Chapter 4, Building Web Pages*). Clicking this button in the *Site* tab of the *Site Window* opens the *Link Inspector* (see page 673 in Chapter 17, *Managing Web Sites with Adobe GoLive*).

Inspector Features and Controls

Although the appearance of the *Inspector* window varies with the current selection, the controls you use to set tag attributes remain the same.

The following table lists the *Inspector*'s controls and their respective functions:

Control	Function
64 ↵	You can use text boxes to enter numerals, measurements (in pixels or percent), URLs, etc. Proceed as follows: 1 Click at the text box to place the cursor. 2 Make the desired entry. As soon as you enter text, a Carriage Return symbol appears to the right of the text box, prompting you to confirm. 3 Press the Return key.
▮	Color fields let you color the currently element. They are frequently accompanied by a checkbox. Proceed as follows: 1 Click the checkbox to enable the color attribute. 2 Go to the *Color Palette* and choose a color. Your selection should appear in the color preview pane of the *Color Palette*. 3 Drag the color from the preview pane of the *Color Palette* at the color field in the *Inspector*. The color of the selection should change now.
☑ Color	Checkboxes toggle an option—object color, for example—on and off. Proceed as follows: 1 Click the checkbox. 2 The check mark indicates that the option is selected.
◉ ○	Radio buttons let you select one item out of a group of options. Proceed as follows: 1 Click the desired radio button. 2 A black bullet indicates that the option is selected.
Pixel ▾ • Pixel Percent Auto	Popup menus let you make a selection from a set of options, such as measurement units, object alignment, and others. Proceed as follows: 1 Click to pop up the menu. 2 Drag to the menu item of your choice. 3 Release the mouse button to make your selection.
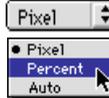
Control	Function
	The *Point & Shoot* button appears in any *Inspector* window that lets you make a hyperlink to another page or embed an image or media item. Proceed as follows: 1 Click the *Point & Shoot* button. 2 Drag to an item in the *Site Window*. An interconnecting line appears. 3 Release the mouse button when the desired object highlights. 4 The interconnecting line blinks twice to indicate that *Point & Shoot* has been successful. (If it recoils back to the *Point & Shoot* button, you have released the mouse button before the object was highlighted.) 5 The item you have linked to appears in the URL text box of the *Inspector*. Text links are clickable now and images are displayed instead of placeholders. Examples for using *Point & Shoot* appear at throughout this manual.

Chapter 4   Building Web Pages

This chapter provides step-by-step instructions for building Web pages in *Layout* view, revealing the capabilities of Adobe GoLive's page building environment.

General

Adobe GoLive's *Layout* mode provides a comprehensive set of features for building Web pages. It includes all the tools you need to create pages and add content, including text, images, color, and animation.

The following screenshot illustrates the Adobe GoLive page building environment (*Layout* view shown) and explains the major features.

The Page Building Environment

The Toolbar helps you format text, arrange items on a layout grid, and launch browser(s).

These tabs in the document window let you switch document views.

The Palette contains a complete inventory of Web page building blocks, all ready for drag & drop insertion.

The Inspector helps you edit tags and attributes, and it is the origin for Point & Shoot linking.

The document window lets you drop objects on to a layout grid, allowing you to place them exactly as you would with page layout software.

The Site Window lets you manage pages and resources dynamically using drag & drop and Adobe's proprietary Point & Shoot technology.

The Color Palette lets you drag & drop colors on your HTML objects.
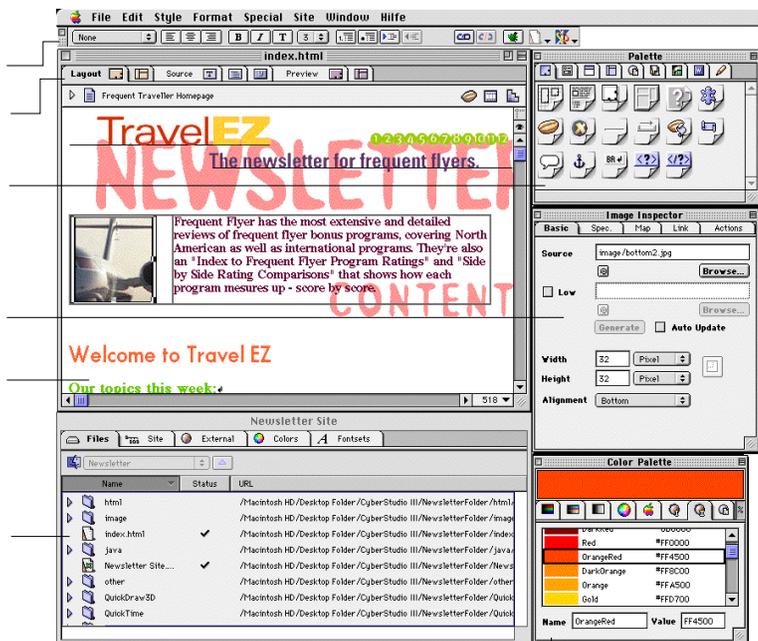
Web Page Design Tools

Adobe GoLive's page building environment contains four major tools you will use for building Web pages (see the preceding screenshot for reference).

The Toolbar

The context-sensitive *Toolbar* changes with the current selection:

- While you are working with normal HTML tags and text, the *Text Toolbar* offers the text formatting tools shown below (see page 123 for more details).

- While you are working with objects on a layout grid, the *Layout Grid Toolbar* offers the alignment and grouping tools shown below (see page 114 for more details).

- When you are working with the *Site* window as the front-most window, the *Site Toolbar* offers tools to manage files and FTP them to or from your Web server.

The Palette

The *Palette* window holds iconized representations of tags that can be inserted in your document.

The Basic Tags Tab of the Palette
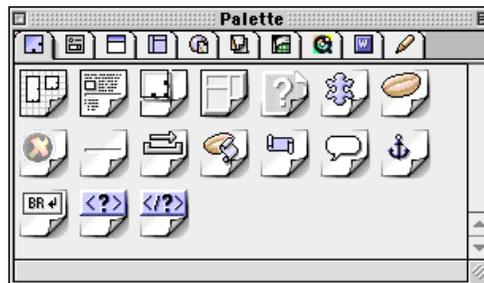
There are two ways to insert tags:

- Drag & drop lets you insert a tag into an HTML flow or on a layout grid by clicking it in the *Palette*, dragging it to the desired location, and releasing the mouse button.

• Double-clicking an icon in the *Palette* lets you insert a tag or object at the current cursor location in the HTML flow or in the upper left corner on the currently selected layout grid.

Because this chapter focuses on adding content to pages and formatting it for maximum visual impact, it only deals with the first and the last tabs of the *Palette*. These tabs—the *Basic Tags* and *Custom* tabs—contain the following tools:

The Basic Tags Tab

The *Basic Tags* tab contains everything you need to build pages, including the layout grid, floating boxes, tables, and images. For further details, please refer to the instructions starting on page 110.

The Custom Tab

The *Custom* tab lets you store frequently used objects for insertion into your page and keeps them handy, while offering full drag & drop convenience. You can drag almost any desired item on the *Custom* tab to store it there. The *Custom* tab accepts anything from simple images to composite objects (for example, a layout grid packed with text, images, and lines), with the exception of text from HTML text flows.

The *Custom* tab stores all objects complete with their URLs, attributes, and other definitions. Thumbnail previews help the user identify the desired item.

The Custom Tab of the Palette

Click here to open the Custom tab.

Drag any desired object to the Custom tab to store it for future use.
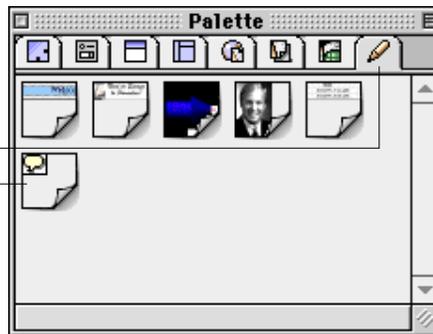
To store an object for future use, proceed as follows:

1   Drag the object from the document window onto the *Custom* tab. If the *Custom* tab is not open, drag the object on the tab first, wait for the *Custom* tab to open, then drag it onto the storage area.

2   After dropping the object on the *Custom* tab, double-click it for renaming. Double-clicking an item opens the *Palette Item Editor*.

3   Place the cursor in the *Item Name* text box, type in a descriptive name, and click *OK* to confirm your entry.

4   To place an object from the *Custom* tab in your document, simply drag it from the tab and drop it at the desired location on a layout grid or in the HTML text flow.

5   To delete an object from the *Custom* tab, select it and press the Delete or Backspace key.

A text field at the bottom of the *Palette* will display the name of the item at the current cursor location to help the user identify individual elements.

Other Tabs in the Palette

The remaining tabs contain other collections of tools that are described in other chapters.

The *Forms Tags* tab contains all you need to create forms. For more details, see *Chapter 9, Working with Forms*, starting on page 445.

The *Head* tab includes a variety of structure tags that provide document-related information to the browser. For additional details, please refer to *Chapter 10, Working with Head Tags*, starting on page 483.

The *Frames* tab contains a collection of frames and frame sets you can use to structure your page layout. Please refer to *Chapter 8, Working with Frames*, starting on page 429 for more details.

The *Site* tab features a selection of generic site elements for **site** management. It does not contain any HTML objects that can be used to build pages. For more information, see section "The Site Tab" on page 611 in chapter "Managing Web Sites with Adobe GoLive".

The *Extra* tab is a companion tab to the *Site Window*. It contains stationery you can use for designing sites as well as pages or page fragments you want to use for dynamic components. For more information, see *Chapter 5, Dynamic HTML*, starting on page 229, and Chapter 17, *Managing Web Sites with Adobe GoLive* starting on page 605.

The *CyberObjects* tab contains a selection of ready-to-use script objects that add dynamic behavior to Web pages. For more information, see *Chapter 5, Dynamic HTML*, starting on page 229.

The *WebObjects* tab contains a group of ready-to-use WebObjects tags that let you build dynamic pages. For more details, please refer to the separate manual shipped with Adobe GoLive, *Using Web Objects with* Adobe GoLive.

Collapsing the Palette

When you don't need the *Palette*, you can temporarily collapse it by dragging it to the right edge of the screen. The icon at the left appears, indicating that the *Palette* has been collapsed. To reopen the *Palette*, simply click this icon. You can also collapse the *Palette* by clicking in its Title bar.

The Inspector

Accompanying each element dropped in your page is a context-sensitive *Inspector* window that allows you to directly view, edit, and modify the attributes of objects on your page, such as images, Java applets, and links. The *Inspector* relieves you of the burden of clicking *OK* repeatedly in multilevel dialog boxes, helping you maximize your productivity.

The Inspector Window
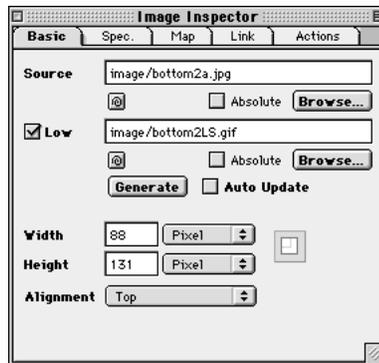
When you insert a tag or object, the proper set of options pops up in the *Inspector* window (if the window is open), allowing you to set your tag options. The following screenshot illustrates this interaction between the *Palette* and *Inspector* windows.

Interaction Between the Palette and Inspector Windows
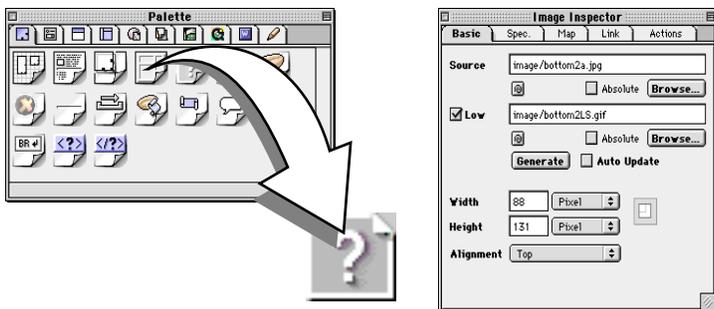
Inserting the Image icon from the Palette onto the document opens the Image Inspector (right).

Collapsing the Inspector

When you don't need the *Inspector*, you can temporarily collapse it by dragging it to the right edge of the screen. The icon at the left appears to indicate that the *Inspector* has been collapsed. To reopen the *Inspector*, click this icon. You can also collapse the Palette by Control-clicking in its Title bar.

The Color Palette

The *Color Palette* offers a variety of different color spaces to make sure your audience sees the colors you want them to see. Coloring objects is a drag & drop process. Chapter 11 presents a detailed description of the *Color Palette,* starting on page 499.

Other Tools

The Layout View Controller

The *Layout View Controller* window provides options for controlling the display properties of your pages in *Layout* view. By enabling or disabling selected display attributes, you can customize the screen display to meet your needs and preview low-resolution images.

The Layout View Controller

This checkbox toggles the display of line breaks and other invisible characters on and off.

This checkbox toggles the display of broken links on and off.

This checkbox toggles the display of images on and off.

This checkbox toggles between normal and low-resolution images on and off.

This checkbox toggles the previewing support through Cascading Style Sheets on and off.

Layout View Controller

☑ **Show Invisible Items**
☐ **Show Link Warnings**
☑ **Show Images**
  ☐ **Show low source imgs**

☑ **Use StyleSheets**
  ☑ **Allow overlapping paragraphs**
  Root [Explorer (Mac) ▼]

Show Links [Normal ▼]
Mark Style [None ▼] [**Hide Marks**]
Mark Tag [div ▼]
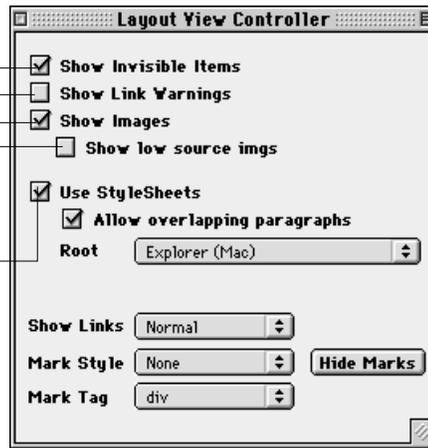
To use the basic options for customizing the screen display of your pages, proceed as follows:

1 Click the small "eye" icon 👁 above the main window area to open the *Layout View Controller*.

2 Select or deselect the *Show Invisible Items* checkbox to have Adobe GoLive display or hide line breaks, comment icons, and other invisible items.

This option is equivalent to the *Show Invisible Items* command in the *Edit* menu.

3   Select the *Show/Hide Link Warnings* checkbox to have Adobe GoLive mark up broken links within your page.

This option is equivalent to the *Link Warnings* button ![icon] in the *Toolbar* and the same command in the *Edit* menu.

4   Select or deselect the *Show Images* checkbox to have Adobe GoLive show or hide images in *Layout* view.

•   With the *Show Images* option checked, select the *Show low source imgs* checkbox to have Adobe GoLive display low-resolution images in *Layout* view.

Chapter 6, *Cascading Style Sheets*, starting on page 323 explains the options in the *Use Stylesheets* section of the window.

Layout Rulers

Adobe GoLive's *Layout* view features top and left rulers with a pixel scale that help you place objects with precision. While you drag to resize or move an object on a Layout Grid, lines in the rulers move along to indicate the size and current position. Additionally, two white areas on the horizontal and vertical rulers indicate the size of the currently selected object.

Ru ers in Layout View

Clicking the ruler symbol toggles the display of rulers on and off.

A white area on either ruler indicates the size of the current object.

Rulers scaled in pixels help you position objects on a layout grid.
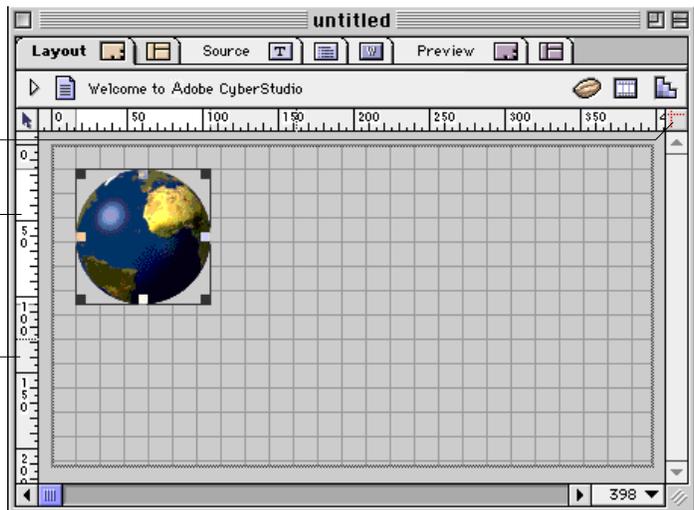
You can turn rulers on and off, as required, by clicking at the ruler symbol above the right-hand scrollbar of the document window.

Interactive Resizing

You can resize an object by dragging with the mouse and have Adobe GoLive update the display in real time.

If the object is within an HTML text flow, Adobe GoLive automatically maintains spacing between objects while you resize.

To use interactive resizing with any object, proceed as follows:

1 Control-click any object handle to resize, or Control-Shift-click the handle to resize proportionally.

2 Adobe GoLive updates the display of the object's content while you resize. In an HTML text environment, surrounding objects and text are pushed away while you drag, maintaining interobject spacing.

3 You can return to non-visual resizing by releasing the Control key while you are dragging.

You can also return to non-proportional resizing by releasing the Shift key while you are dragging.

Chapter Overview

In addition to the preceding introductory sections, this chapter contains four major sections that detail how to create pages and use Adobe GoLive's wide selection of basic tags:

- *Part 7 — Basic Steps*, starting on page 93, explains how to create a new page, use foreign-language encodings, set basic preferences for your Web page design environment, and set up Web pages.
- *Part 8 — Basic HTML Tags*, starting on page 110, introduces basic Web page design elements, such as the layout grid, text, images, and tables.
- *Part 9 — Advanced Tags*, starting on page 185, presents Adobe GoLive's built-in JavaScript editor and teaches how to embed advanced Web page design elements, such as Java applets, plugins, and floating boxes.
- *Part 10 — Internet Explorer-Specific Tags*, starting on page 217, acquaints you with the two Internet Explorer elements supported by Adobe GoLive.

Part 7 — Basic Steps

The following sections outline basic steps that need to occur to create and set up an HTML page before you can start adding content. Basic steps include the following:

- The *Creating a New Page* section explains how you can create a new empty page in Adobe GoLive.

- The *Working with Foreign Languages* section provides instructions for selecting language encodings other than the default Western encoding that Adobe GoLive supports.

- The *Setting General Preferences* section deals with several general settings that influence display colors and other important properties.

- The *Making Basic Page Settings* section details how to set up the basic properties of an HTML page, including the title, background color, or image. it also includes instructions for saving the page as an HTML fragment.

Useful Tips

Before you get started, have all the graphics and media items you want to use in place. At this point, you should know what your pages will look like and what they will contain.

You should also consider collecting all items you want to use in your site in the *Site Window*. This tool makes it easier for you to keep track of your pages and media items as your site grows. For details on site management, see Chapter 17, *Managing Web Sites with Adobe GoLive*.

Creating a New Page

To create a new page, select *New* from the *File* menu, or press *Command-N*.

Selecting the New and Open Commands from the File Menu

File	
New	⌘N
New Site...	⌥⌘N
Import Site Folder...	
New Special	▶
Open...	⌘O
Open Recent Files	▶
Close	⌘W
Save	⌘S
Save As...	⇧⌘S
Revert to Saved	⌥⌘Z
Document Encoding	▶
FTP Upload & Download...	
Web Download...	⇧⌘O
Page Setup...	
Print...	⌘P
Quit	⌘Q
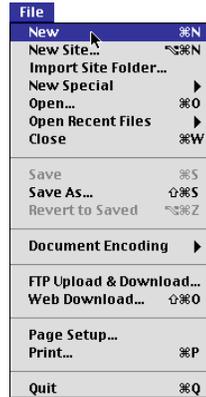
Working with Foreign Languages

Text Encoding Converter, Apple's language support technology, and Adobe's proprietary CS Encodings make Adobe GoLive the premier Web publishing package for multilingual Web sites.

The *Mac Encodings* and *CSEncodings* modules installed in Adobe GoLive's *Modules* folder are special modular software components based on Apple's language support technology. They enable Adobe GoLive to handle multiple language character sets, including Latin, Japanese, Chinese, Arabic, and Devanagari, including scripts that run from left to right and those that run from right to left. Language support allows Web authors to create true "world" sites with dedicated pages for each language.

The comprehensive support for encodings ensures that pages created with Adobe GoLive cover all major language groups, plus varieties of the Unicode multilingual encoding scheme, on all major operating system platforms.

This feature is particularly useful for multilingual sites addressing a worldwide audience. By selecting a language, you can instruct language-savvy Web browsers to use the proper character set when reading your page.

Things to Remember When Writing Foreign-Language Text in Adobe GoLive

When you install the English version of Adobe GoLive, any page you create defaults to the *CS-Western (Latin 1)* encoding. If the text on your pages uses **any Western language** (using Adobe GoLive or a Macintosh-based word processor), such as U.S. or British English, German, French, Spanish, or Swedish, **you do not need to change** this selection. You can type text directly in Adobe GoLive's document window.

To use Adobe GoLive for creating content in a foreign language with a different script system, you need the appropriate foreign-language script system software and fonts for the Macintosh. Typing text in Japanese, for example, requires Apple's *Japanese Language Kit™* or an equivalent system enhancement.

If pages in your site will contain text written in other languages, such as Chinese, Japanese, Arabic, or Russian, you **must** select the proper encoding when creating a page in Adobe GoLive in order for them to be and remain readable. The next section addresses readability problems caused by incompatible encodings.

Things to Remember When Importing Foreign-Language Text Files from Other Sources

Adobe GoLive is a typical Macintosh application in that it uses Apple's proprietary foreign-language encodings for text entry and display. Unlike other Macintosh applications, however, Adobe GoLive is a multilingual editor for Web pages, which may come with any foreign-language encoding. Adobe GoLive builds a bridge between encodings used on the World Wide Web and Apple's proprietary foreign-language encodings. It reads from any HTML file with the proper encoding information in its header, converts the text content to Apple's internal encodings (which it must use as a normal Macintosh application) while you edit in *Layout* mode, and converts back to the specified encoding when you save.

Importing Latin text from Macintosh-based word processors is easy because it always comes in the respective MacOS encoding. You can either copy and paste text between both applications or open plain text files (files saved as text-only without any formatting) in a dedicated window, then use drag & drop to copy text to Adobe GoLive's document window.

Importing Latin text from other platforms requires a text converter. (Many Windows-based word processors can also save in a Macintosh format, although the results are not always predictable.)

To create text content in a language with two-byte characters—for example, Japanese—using an external text editor or word processor, proceed as follows:

1　Set the language and font preferences for the foreign-language script system, as outlined below in the section *Language and Font Preferences*.

2　Create a new Web page in Adobe GoLive. The result is an HTML file, complete with the <HEAD> and <BODY> structure.

3　Select an encoding that is equivalent to the internal Macintosh encoding—for example, *Japanese (Shift JIS)*—to add that meta information to the header section.

4　Save the file and edit in the text editor or word processor. Be sure you do not type over any of the HTML tags.

　　If your text contains characters that are used in the HTML syntax, such as "<", ">", and "&", etc., you must enter them using the proper notation for HTML special characters, such as "<", ">", "&"; otherwise, Adobe GoLive will interpret them as HTML tags when it reads the text-only file.

5　When you finish editing, return to Adobe GoLive, choose *Open* from the file menu and *Japanese (Shift JIS)* from the *Document Encoding…* menu in the *Open* dialog box, then open the file.

6　Your Japanese text should be fully intact, and you can proceed to laying out your page.

7　When you are done laying out your pages in Adobe GoLive, you can save it in another encoding–for example, *Japanese (ISO 2022-JP)*.

If you have received foreign-language text files created on another platform, you need a text converter application. When opening a text file, Adobe GoLive does not know how the text is encoded because text files do not contain any meta information on language usage. In this case, Adobe GoLive will use the default encoding selected in the Preferences (see *Encodings Preferences* on page 98), which may render the text unreadable.

Things to Know About Foreign-Language Text Shown in Source Mode

In order for foreign-language text to be readable in Adobe GoLive's *Source* view, it must have an encoding equivalent to the internal encoding used by the MacOS, as is the case with *Japanese MacOS* or *Japanese (Shift JIS)*. The *Source* mode displays the original text content of a file without any conversion to an internal format, so text written in a non-Macintosh encoding, such as *Japanese (ISO 2022-JP)*, will not appear in readable form. This may look confusing, but the sequence of Escape sequences and ASCII characters shown is still valid code.

Please note that switching encodings while in *Source* mode changes the character set information, not the encoding information, for the current page.

Selecting a Language

The Document Encoding Menu Command

You can control the content of the Document Encoding submenu by adding or deleting encodings in the Preferences dialog.

To select a language for a page created in Adobe GoLive, go to the *File* menu and choose *Document Encoding*….

File	
New	⌘N
New Site...	⌥⌘N
Import Site Folder...	
New Special	▶
Open...	⌘O
Open Recent Files	▶
Close	⌘W
Save	⌘S
Save As...	⇧⌘S
Revert to Saved	⌥⌘Z
Document Encoding	▶
FTP Upload & Download...	
Web Download...	⇧⌘O
Page Setup...	
Print...	⌘P
Quit	⌘Q

- ✓ CS-Western (Latin1)
- CS-Western (MacRoman)
- CS-Western (NeXTStep)
- Western (Mac OS Roman)
- Western (Windows Latin 1)
- Icelandic (Mac OS)
- Turkish (Mac OS)
- Turkish (Windows Latin 5)
- Croatian (Mac OS)
- Romanian (Mac OS)

- CS-Japanese (EUC-JP)
- CS-Japanese (Shift-JIS)
- CS-Japanese (ISO-2022-JP)
- Japanese (Mac OS)
- Japanese (ISO 2022-JP)
- Japanese (EUC)
- Japanese (Shift JIS)

- CS-Traditional Chinese (Big 5)
- Traditional Chinese (Mac OS)
- Traditional Chinese (Big 5)
- Traditional Chinese (EUC)

- CS-Simplified Chinese (GB 2312)
- Simplified Chinese (Mac OS)
- Simplified Chinese (ISO 2022-CN)
- Simplified Chinese (EUC)

- CS-Korean (KSC 5601 EUC-KR)
- Korean (Mac OS)

Language and Font Preferences

Adobe GoLive features two *Preferences* dialog boxes, *Encodings* and *Fonts*, that let you select a default language script, customize the *Document Encoding* submenu, and set default fonts.

Encodings Preferences

The *Preferences - Encodings* dialog box accommodates Adobe GoLive's multiple encoding options (see below).

The Preferences - Encodings Dialog Box

Click this icon to view the Encodings preferences.

Click the check box to toggle an encoding scheme on and off, or click its name to select a default encoding.

Use this checkbox to eliminate the language information from the HTML page header.

Type in the number of bytes you want the program to search for language information in the HTML page header.
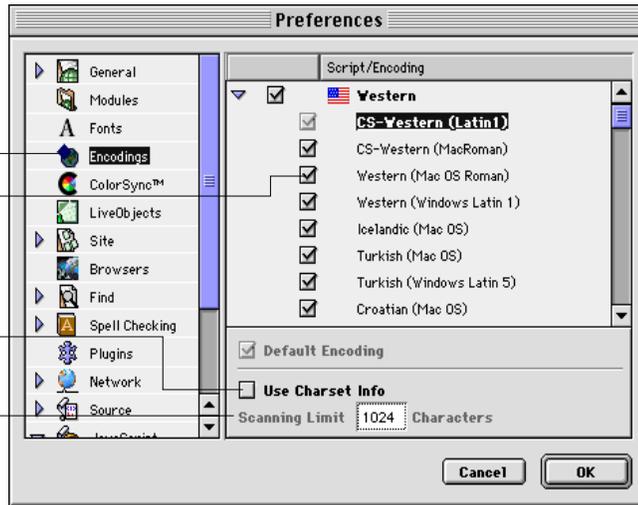
You can select a default encoding, or enable or disable encodings to customize the choices that the *Document Encoding* command in the *File* menu offers, and choose whether or not the HTML page header should contain encoding and character set meta information.

To select a default encoding that will be used whenever you create a new document in Adobe GoLive, proceed as follows:

1   Choose the *Preferences* command from the *File* menu or press Command-Y.

2   Click the *Encodings* icon in the icon box to the left. If the icon is invisible, you may have to scroll it into view.

3   In the *Encoding* list box, click the name of the encoding option of your choice, then click the *Default Encoding* checkbox below the encodings list. The name of the encoding option will appear in boldface and underlined to indicate the default selection.

Alternatively, you can double-click the name of the encoding option to make it the default selection.

To turn individual encodings on and off in the *Document Encoding* submenu, proceed as follows:

1 Choose the *Preferences* command from the *Edit* menu or press Command-Y, then open the *Encodings* group of preferences as set out above.

2 In the *Encodings* dialog box, locate the desired encoding option and click the checkbox next to it to enable or disable the item of your choice. Encodings are disabled if unchecked and enabled if checked, respectively.

3 To use a newly enabled encoding scheme, simply choose it from the submenu of the *Document Encoding* command in the *File* menu.

To determine whether to include encoding and character set information in the HTML page header, proceed as follows:

1 Select the *Use Charset Info* checkbox at the bottom of the dialog box to have Adobe GoLive include the encoding and character set information in the *CONTENT* attribute of the *META* tag. Deselect this checkbox to eliminate the language information from the HTML page header.

2 In the *Character Scan Limit*, type in an appropriate number of bytes that you want Adobe GoLive to search for encoding and character set information when it opens a file. Deselect the *Use Charset Info* checkbox to automatically disable this text box.

Fonts Preferences

The *Encodings* group of options has a companion *Fonts* dialog box
that allows for selecting default proportional and monospaced fonts
for each encoding system. It also includes options for setting the *Serif*, *Sans Serif*, *Fantasy,* and *Cursive* fonts used in Cascading Style
Sheets.

The Preferences - Fonts Dialog Box

Click this icon to view the Fonts preferences for
the individual script systems.
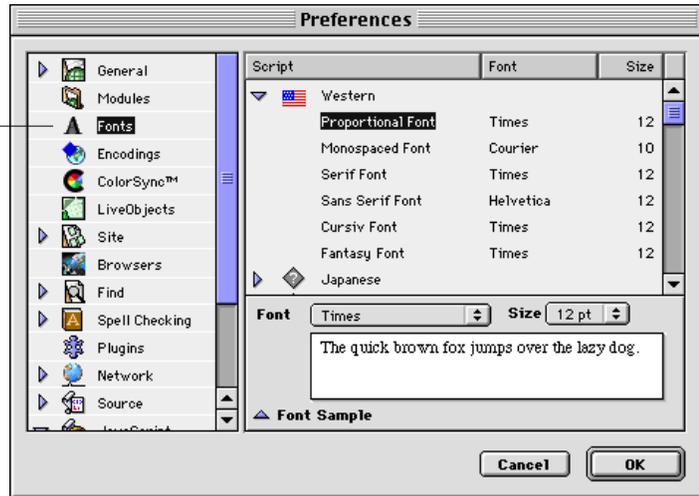
To select default fonts for an encoding system, proceed as follows:

1   Go to the *Edit* menu and choose *Preferences.* Click the *Fonts* icon
    in the scrollable icon box to the left.

2   Select the desired script from the list box.

3   Select a typeface and font size each from the *Proportional Font*,
    Monospaced Font, *Serif Font*, *Sans Serif Font, Cursive Font,* and
    Fantasy Font popup menus below the list box.

4   If desired, click the *Font Sample* triangle control to open a preview pane that reflects the choices you make.

5   Click *OK* to confirm your selections.

To display the foreign-language fonts in the *Font* popup menu,
you must install them correctly on your computer. Please consult the documentation that came with your Macintosh for information on installing fonts.

Setting General Preferences

Adobe GoLive *Preferences* dialog box offers many options for customizing the program's behavior, including, for example, its ability to recognize files as HTML pages.

The Preferences - General Dialog Box

Click this icon to display the General Preferences.

Use this popup menu to instruct Adobe GoLive what to do at launch time.

Use this popup menu to instruct Adobe GoLive which view to open at launch time.

Use this option to specify a default page to be opened at launch time.

Use this option to turn the creator meta information on and off.

To set preferences, proceed as follows:

1 Go to the *Edit* menu and choose *Preferences*. Click the *General* icon in the scrollable icon box to the left. (You may have to scroll the window.)

2 The *At Launch* popup menu in the *Documents* section helps you customize Adobe GoLive's behavior at launch time. The following options are available:

   - *Create New Document* opens an empty HTML page containing nothing but the basic HTML, HEAD, and BODY sections.
   - *Show Open Dialog* prompts you to select an existing file.
   - *Do Nothing* opens Adobe GoLive without creating a new document or letting you choose one.

Layout
Frames
Source
Outline
Preview
Frame Preview
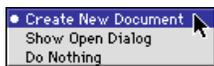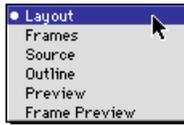
3 The *Default Mode* popup menu in th*e Document* section lets you select a default view for Adobe GoLive to open in, listing all six document view modes supported.

4 The *New Document* checkbox and text box combination allows you to opt for a default file (for example, a template created by clicking the *Stationery* checkbox in the Finder's *Get Info* dialog box) to use when you create a new document or when Adobe GoLive launches with the *Create New Document* option selected.

5 The *Write "Generator* Adobe GoLive*"* option lets you choose to have Adobe GoLive add the meta information tag <meta name="generator" content="adobe golive"> to each file it creates or saves.

6 Click *OK* to confirm your selection.

Making Basic Page Settings

You can now make basic settings for your page layout. Adobe GoLive supports the following options:

- default window size
- page title
- background image
- background color
- text color

Selecting a Default Window Size

Adobe GoLive lets you select a default window size to visually limit the design area. Although most visitors will have monitors with a visible display area of greater than 640 pixels, we recommend limiting the window size to 580 pixels or less to accommodate users with 14-inch monitors. Consider this size as the smallest common denominator for the content area of a Web page because many users with larger monitors don't like the browser filling the entire screen either.

To limit the visual display area, proceed as follows:

1 Locate and pop up the *Window Size* menu in the lower right corner of the document window.

Selecting a Window Size
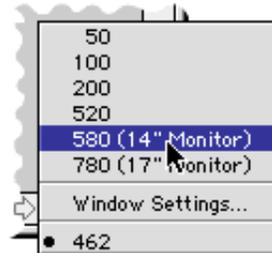
2 Select the appropriate size and release the mouse button to have Adobe GoLive resize the visible design area.

To set a default size for all new documents windows that you create, proceed as follows:

1 Open a window and customize its size.

2 Select *Window Settings* from the *Window Size* menu in the lower right corner of the document window.

All new documents will open to this size.

This setting is only valid for your own Web authoring sessions with Adobe GoLive. It doesn't affect the window size in the visitor's browser.

Giving Your Page a Title

To name your page, proceed as follows:

1 Click the default title *Welcome to* Adobe GoLive. Clicking selects the title for renaming.

2 Type in the desired page title and press the Return key.

Naming a Page

Click here to select the default page title.

Type in a new page title and press Return.
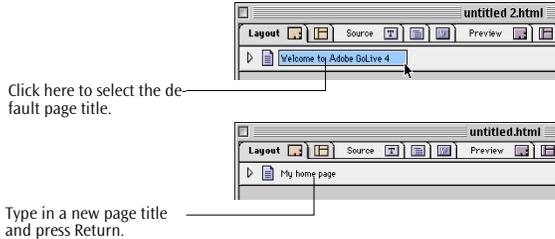
Selecting a Background Image

To select a background image, proceed as follows:

1 Open the *Inspector* window if it is closed by choosing *Inspector* from the *Window* menu or pressing *Command-1*.

Click here to open the Page Inspector.

2 Click the small page icon in the upper left corner of the document window. This opens the *Page Inspector* in the *Inspector* window.

3 In the *Page Inspector*, click the checkbox labeled *Image* and enter the name and path in the text box.

Alternatively, click the *Browse* button below the text box and select an image in the subsequent file selection dialog.

You can also select a background image by clicking at the *Point & Shoot* button and dragging to an image file in the *Site Window*. (For more details on the *Point & Shoot* button, see *Point & Shoot Insertion of Links and Anchors* on page 176.)

The Page Tab of the Page Inspector
Window

Click these color fields, then drag a color from
the Color Palette preview pane onto each color
field.

Use these options to activate background at-
tributes. Click the color field to open the Color
Palette and select a color and/or an image.
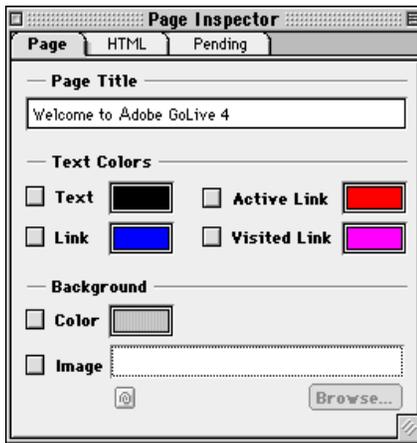
Selecting a Background Color

To select a background color that overrides the default gray that
most Web browsers use, proceed as follows:

1 Click the small page icon in the upper left corner of the docu-
   ment window. This opens the *Page Inspector* in the *Inspector* win-
   dow.

2 In the *Background* section of the *Page Inspector*, click the color
   field next to the *Color* checkbox to open the *Color Palette* window.

3 Select a color (see *Chapter 11, The Color Palette*, starting on page
   499, for reference). Your chosen color will appear in the preview
   pane of the *Color Palette*.

4 Drag the color from the preview pane and drop it onto the *Back-
   ground Color* field in the *Page Inspector* or on the small page icon
   in the document window.

   This will check the *Color* checkbox automatically.

Selecting Text Colors

To select text colors that override the default colors that most Web
browsers use, proceed as follows:

1 Click the small page icon in the upper left corner of the docu-
   ment window. This opens the *Page Inspector* in the *Inspector* win-
   dow.

2 In the *Page Inspector*, click the desired color field in the *Text
   Colors* section to open the *Color Palette*:

- The *Text* option lets you select a custom color for the body text on your page.

- The *Link* option lets you pick a custom color for hyperlinks within the body text.

- The *Active Link* option lets you choose custom color for a hyperlink being clicked at.

- The *Visited Link* option lets you select a custom color for hyperlinks already explored.

3 Select a color in the *Color Palette* (see *Chapter 11, The Color Palette*, starting on page 499, for reference). The color you choose will appear in the preview pane of the *Color Palette*.

4 Drag the color from the preview pane and drop it onto the desired *Text Color* field in the *Page Inspector*.

To avoid confusing your audience, don't override the default text colors used by the overwhelming majority of Web sites. If you do, we recommend that you use a completely different set of colors altogether and give your audience a hint, for example, on your homepage.

HTML Fragments

Adobe GoLive lets the user work with HTML fragments, that is, chunks of ready-made HTML code that are not embedded in the default page structure.

This feature is particularly useful when several authors work on the same page because it eliminates the need to strip off redundant HTML when merging code from various sources. HTML fragments are also instrumental to building dynamic pages with WebObjects, Apple Computer's object-oriented environment for developing World Wide Web applications (see the separate *WebObjects* manual shipped with Adobe GoLive). You can also use HTML fragments to create source files for dynamic components (see *Components* on page 241).

Stripping off the basic HTML skeleton will create a blank text-only file that Adobe GoLive can read from and write to without reporting it as faulty.

The HTML Tab of the Page Inspector

Deselect these options to create an HTML fragment.

To create HTML fragments, proceed as follows:

1 Create a new document by selecting the *New* command from the *File* menu or pressing Command-N.

2 Click the small document icon above the main window area to open the new *HTML* tab of the *Page Inspector*.

3 Deselect the appropriate <*HTML>, <HEAD>, <TITLE> (if empty),* and <*BODY>* checkbox options to partly or completely strip the basic framework off the page.

4 Save the new document and fill it with the desired HTML code.

The *Pending* tab of the *Page Inspector* lists pending hyperlinks that need to be created after designing a site in *Site View*. For a detailed description, see section "Turning Navigational Links into Hyperlinks" on page 683 in chapter "Managing Web Sites with Adobe GoLive".

Saving Your Page

The Save Command and Save Dialog

Go to the *File* menu and choose *Save*.
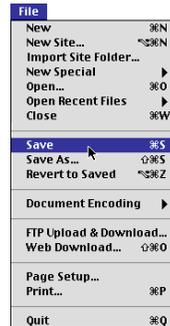
Choosing the Save command
opens the Save Dialog.
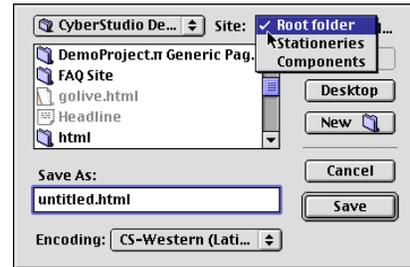
The Save Dialog lets you select a destination folder in the site
folder or on your volume as well as the desired encoding.

The *Save* dialog contains a *Site* popup menu that lets you save your
page directly in the site folder represented by the overlying *Site Win-
dow*.

Things to Know About File Naming Conventions

- Even though you are working on a Macintosh, all files for the
  Web require a DOS/UNIX style file extension. Check with your
  Web master or Internet Service Provider (ISP) to see if you
  require DOS or UNIX style file name extensions (three versus four
  characters).
  - Pages are usually .html (otherwise .htm)
  - GIF images are usually .gif (otherwise .gif)
  - JPEG images are usually .jpg (otherwise .jpeg)

  If you plan to transfer your site on a DOS-formatted floppy disk
  or removable disks, be sure to name your files according to the
  8.3 DOS naming convention (eight characters for the file name
  plus three for the file name extension). Versions of PC Exchange
  earlier than Mac OS 8.1 truncate file names to the 8.3 scheme,
  which will render your hyperlinks unusable.

- Most ISPs require you to name your homepage as *index.html*.
  Please check with your ISP.

  Web servers are usually configured to find a "default" page in a
  directory without the need to type the whole URL.
  In other words, typing *http://www.adobe.com* is the same as *ht-
  tp://www.adobe.com/index.html* because the Web server has
  been configured to look for a page entitled "index.html" if a page

wasn't specified. The Web master setting up the Web server decides what the "default" page should be named. Some Web masters use "index.html" while others use "default.html" or "home.html". Ask your Web master (or the Web master of your ISP) what naming convention your server uses.

Things to Know About Case of File Names

- Most Web servers are case sensitive to file names. Some Web masters require that all file names be in lowercase—check with yours before starting your site. If you use the *Browse* button or the *Point & Shoot* method to make your links, then Adobe GoLive will create the link with the same case as your file name.
- The Macintosh doesn't recognize that a file name has changed when you change the case because file names aren't case sensitive on the Macintosh. If you want to change the case of a file that already has a link made to it, you'll have to change another character when you change the case. Otherwise, that link will continue to work on the Mac, but won't work on the Web.
- Adobe GoLive now has a preference setting that makes it sensitive to changes in a file name's case: Preferences, General icon, "Check URL's case sensitive." When this setting is on, Adobe GoLive will rewrite a link with the matching case when you change the case of a file name.

Things to Know About Special Characters in File Names

- The Web limits the use of special characters in file names more than your Macintosh does. You can't use the following in file names:
  - forward slash (/)
  - more than one "dot" (.) – the only period has to be part of the extension as in: index.html
  - the hyphen (-) as the first character in a file name
- Furthermore, some Web masters ban the use of:
  - spaces in file names; the underscore character (_) is often used instead
  - ampersands (&)

Check with your Web master for other characters to avoid.

Part 8 — Basic HTML Tags

Once you finish with the basic settings, you can start adding content to your page. To add content— formatted text, images, and the like—you must type text and insert objects, then format the text and set the object display attributes, respectively.

The following list presents the basic tags you need for creating Web pages:

- The *Layout Grid* section, starting on page 111, introduces Adobe GoLive's unique layout grid tool that lets you position objects as intuitively as any desktop publishing package.
- The *Inserting Text* section, starting on page 120, explains how Adobe GoLive lets you add text to your pages.
- The *Formatting Text* section, starting on page 123, outlines Adobe GoLive's numerous text formatting tools.
- The *Tables* section, starting on page 137, describes Adobe GoLive's HTML table editor.
- The *Images* section, starting on page 149, shows you how to insert images and addresses image format issues.
- The *Clickable Image Maps* section, starting on page 162, demonstrates the use of image maps with clickable hot spots.
- The *Horizontal Lines* section, starting on page 167, tells you how to visually structure your page by inserting horizontal rules.
- The *Horizontal, Vertical, and Block Spacers* section, starting on page 170, details how to adjust fixed interobject spacing.
- The *Unknown Start and End Tags* section, starting on page 173, teaches you how to handle unknown HTML tags.
- The *Links and Anchors* section, starting on page 175, explains how you can link objects on your pages and introduces *Point & Shoot*, Adobe's proprietary technology for visually creating hyperlinks.
- The *Comments* section, starting on page 182, describes how you can add hidden comments to your pages to let other members of your workgroup share your knowledge.
- The *Line Breaks* section, starting on page 182, discusses how to control multiline text flows around objects.

Layout Grid

There are three ways to create or modify a web page. You can use the HTML source editor; you can add text and graphics to the page directly; or you can use the Layout Grid. Using the HTML source editor requires an understanding of HTML. Adding text and graphics directly to a page allows it to reflow according to the user's browser settings. If you wish the text and graphics to maintain their positions regardless of browser settings, then use the Layout Grid. The Layout Grid ensures that the user will see your layout exactly as you created it. The following section covers the Layout Grid and its companion positioning tools.

⚠ Your audience's Web browsers need to support tables, or your layout may not appear as intended. HTML table support is a standard feature built into almost ever modern Web browser. Obsolete browsers such as Netscape Navigator 2 have problems accurately displaying some tables.

⚠ HTML-savvy users may note that Adobe GoLive inserts a <SPACER> tag in the HTML table that constitutes the layout grid. This tag is used purposely to combat a bug in Netscape's browsers that causes a rounding of table widths. Microsoft Internet Explorer ignores this tag as it should, so your HTML code will display without errors across browsers.

Inserting a Layout Grid

The Layout Grid and Layout Grid Icon

To insert a layout grid, drag the *Layout Grid* icon from the *Palette* and drop it in your document.

Drag the Layout Grid icon from the Palette and drop it on the document window to insert a layout grid.
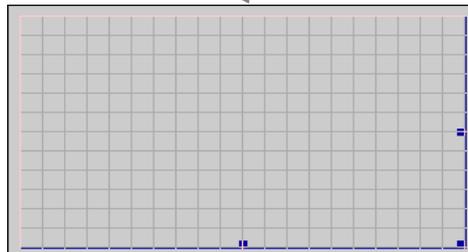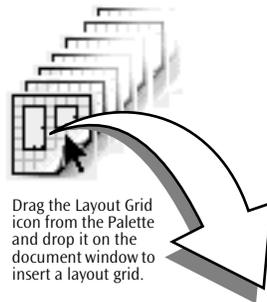
Layout Grid Resizing Options

The grid will grow as you add content, or you can resize it and add content outside the grid..

To resize the layout grid, proceed as follows:

1 Click the edge of the grid to display the resize handles at the bottom and right edges and the lower right corner.

2 Click a handle and drag in the desired direction to resize.

Size layout grids with your audience in mind. As a rule of thumb, the width of the grid should not exceed the dimensions of a standard 14-inch monitor screen. This relieves the user from excessive scrolling and makes your pages easier to handle, particularly for users who have a low-speed connection.

The following screenshot illustrates resizing.

Resizing a Layout Grid
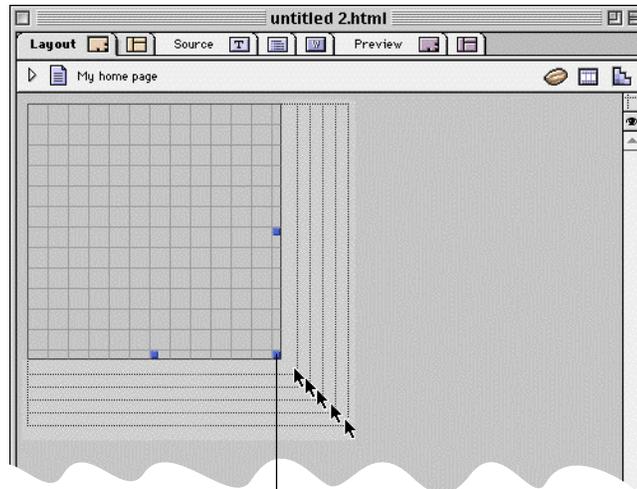
Click a handle, then drag in the desired direction to resize the grid.

Setting Layout Grid Properties

Once you are finished resizing, you can set up the grid using the *Layout Inspector*. Whenever you click to select a Layout Grid in your document, the Layout Grid Inspector appears in the Inspector window.

The Layout Grid Inspector

Type in the width and height of the layout grid here or click Optimize to auto-resize.

Type in the horizontal and vertical spacing between the magnetic lines of the layout grid here.

Use the Align popup menu to align the layout grid with respect to the document window.

Use the Background Color checkbox and color field to assign background color to layout grids.

Check or uncheck the Snap checkboxes to let objects snap to the magnetic grid lines.

Check or uncheck the Visible checkboxes to show or hide the magnetic grid lines.

To set up the grid, proceed as follows:

1   Use the *Width* and *Height* text boxes to enter the desired size.

    If you have already placed items on the layout grid, click *Optimize* to have Adobe GoLive auto-resize the layout grid.

2   In the *Horizontal* text box, enter the spacing between the horizontal lines of the grid—for example, 16 pixels.

3   Check the *Snap* checkbox to make the grid magnetic, that is, position objects only at the grid points. Uncheck the checkbox to position objects anywhere on the grid.

4   Check the *Visible* checkbox to have Adobe GoLive display the grid, or uncheck the checkbox to hide the grid.

5   Repeat Steps 1 through 4 in the *Vertical* section of the *Layout Inspector*.

6   Select an alignment option from the *Align* popup menu. This option controls the position of the layout grid with respect to the document window:

    -   *Default* uses the settings of the surrounding HTML container to align the layout grid.

    -   *Left* aligns the layout grid with the left side of the document window.

    -   *Right* aligns the layout grid with the right side of the document window.

7   Drag a color from the *Color Palette* or **Site Colors** tab of the *Site Window* onto the *Background Color* field of the *Layout Grid Inspector*. This will select the *Background Color* checkbox automatically.

Adding Content

You are now ready to add objects to the layout grid, which offers the same basic methods as the document window:

- You can drag & drop to insert objects from the *Palette*.
- You can double-click an icon in the *Palette*. By default, the object will appear in the upper left corner of the layout grid. If another object is already occupying that space, it will be automatically shifted to the right.

For detailed instructions on the objects available in the *Palette*, please refer to *Part 8 — Basic HTML Tags* through *Part 10 — Internet Explorer-Specific Tags* in this chapter.

Manipulating Objects on the Layout Grid

Adobe GoLive provides two tools to help you manipulate objects on a layout grid. Before placing objects on the layout grid, you should be familiar with the *Layout Grid Toolbar* and the *Multiselection Inspector* described below.

The Layout Grid Toolbar

Whenever you select an object on a layout grid, the *toolbar* changes to offer you a set of layout grid-specific tools for manipulating objects.

Positioning and Duplication Shortcuts on the Layout Grid Toolbar

The *Horizontal/Vertical Position* text boxes let you position objects by numerical entry.

The X and Y size text boxes let you resize objects by numerical entry.

The Horizontal Alignment buttons control the alignment of an object on the grid: left, centered, and right.

The Vertical Alignment buttons control the alignment of an object on the grid: top, centered, bottom.

The Group/Ungroup buttons let you arrange multiple objects in groups and break up groups.
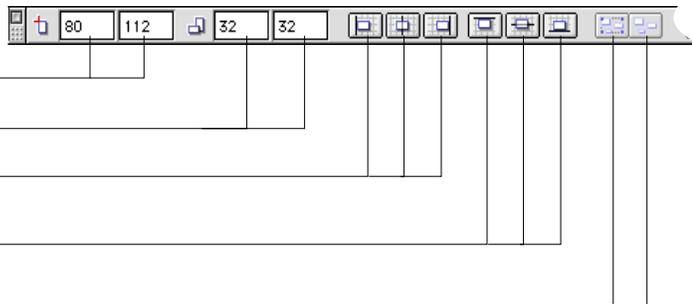
The text boxes and buttons on the *Layout Grid Toolbar* let you align and position selected objects with respect to the grid. The toolbar also includes options for resizing objects and grouping or ungrouping.

Button	Function
⬚ 80	The *Horizontal Position* text box (left box of pair) allows for positioning selected objects horizontally from the left margin of the layout grid.
112	The *Vertical Position* text box (right box of pair) allows for positioning selected objects vertically from the top of the layout grid.
⬚ 32	The *Horizontal Size* text box (left box of pair) sets the horizontal size of a selected object.
32	The *Vertical Size* text box (right box of pair) sets the vertical size of a selected object.
⊟	The *Align Left* button moves the selected object to the left margin of the layout grid.
⊞	The *Align Center* button moves the selected object horizontally to the middle of the layout grid.
⊟	The *Align Right* button moves the selected object to the right margin of the layout grid.
⊡	The *Align Top* button moves the selected object to the top of the layout grid.
⊟	This *Align Center* button moves the selected object vertically to the middle of the layout grid.
⊡	The *Align Bottom* button moves the selected object to the bottom of the layout grid.
⧉	The *Group* button lets you arrange multiple objects in a group that can be moved, aligned, or copied without selecting individual items.
⧉	The *Ungroup* button splits up groups formed with the *Group* button, so you can select each object individually.

You disable individual buttons when you select an object because objects on a layout grid cannot overlap. Adobe GoLive will not let you move a selected object to the margin or center of the layout grid if another item is in the way, occupying the space needed to move it.

Aligning and Resizing Objects with the Multiselection Inspector

Whenever you select more than one object on a layout grid, the *Multiselection Inspector* appears in the *Inspector* window, offering you object alignment and intelligent resizing tools. The *Multiselection Inspector* has two tabs, *Alignment* and *Special*.

The buttons and text boxes in the *Alignment* tab are explained below.

The Alignment Tab of the Multiselection Inspector

Click any button to align objects horizontally.

Click any button to align objects vertically.

Click this button to resize selected objects to match the size of the object selected first.
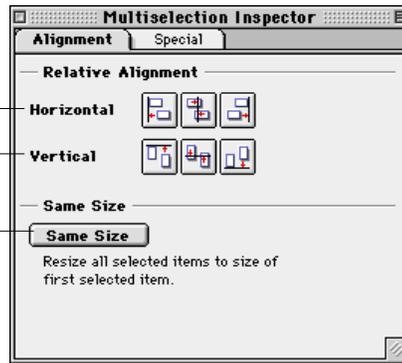
Unlike the alignment buttons in the *Layout Grid Toolbar*, the alignment options in the *Relative Alignment* section of the *Multiselection Inspector* align objects relative to each other.

To align objects relative to each other, proceed as follows:

1 Select two or more objects on the *Layout* grid.

2 Go to the context-sensitive *Inspector* window.

3 Use the buttons in the *Multiselection Inspector* as follows:

Horizontal Alignment Buttons

The *Align Left* button aligns the left sides of two or more selected objects on the layout grid. Objects are aligned along the left side of the object furthest left.

The *Align Center* button horizontally aligns the centers of two or more selected objects on the layout grid. Objects are aligned along the vertical center line between them.

The *Align Right* button aligns the right sides of two or more selected objects on the layout grid. Objects are aligned along the right side of the object furthest right.

Vertical Alignment Buttons

The *Align Top* button aligns the tops of two or more selected objects on the layout grid. Objects are aligned along the top of the highest object.

The *Align Center* button vertically aligns the centers of two or more selected objects on the layout grid. Objects are aligned along the horizontal center line between them.

The *Align Bottom* button aligns the bottoms of two or more selected objects on the layout grid. Objects are aligned along the bottom of the lowest object.

To "clone, or duplicate" the size of a selected object, proceed as follows:

1   First select the model object whose size you want to clone.

2   Leave the model object selected and Shift-click additional objects that you want to resize.

3   Click the *Same Size* button in the *Multiselection Inspector*.

4   The objects selected last will now be resized according to the width and height of the model object.

Distributing Objects with the Multiselection Inspector

The *Multiselection Inspector* has a second tab, named *Special*. The buttons and other options in the *Special* tab let you distribute three or more selected objects on the layout grid. Radio buttons give you a choice of two modes: *Distribute* and *Offset*. In the default *Distribute* mode, objects are arranged so that their edges are equidistant. In *Offset* mode, you can specify a deliberate offset by which the objects should be moved when Adobe GoLive distributes them on the grid.

The screenshot below shows the *Special* tab in *Distribute* mode.

The Special Tab of the Multiselection Inspector in Distribute Mode

Click this option to distribute objects horizontally.

Click any button to distribute selected objects horizontally.

Click this option to distribute objects vertically.

Click any button to distribute selected objects vertically.
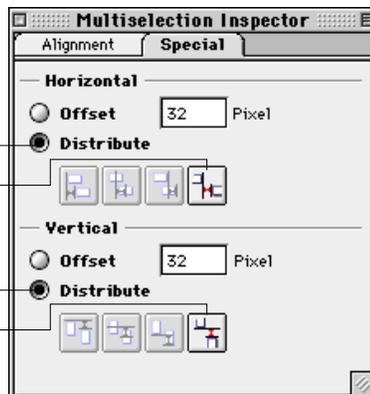
To distribute objects relative to each other without specifying an off-set, proceed as follows:

1   Select three or more objects on the *Layout* grid.

2   Go to the *Inspector* window and click the *Special* tab.

3   If they are not selected, click the *Distribute* radio buttons in the *Horizontal* and *Vertical* sections of the *Special* tab.

4   Use the buttons at the far right (the other buttons are disabled) in the *Horizontal* and *Vertical* button rows as follows:

Vertical and Horizontal Distribution Buttons

The *Equidistant Edges* button moves objects on the layout grid horizontally so their edges are the same distance apart.

The *Equidistant Edges* button moves objects on the layout grid vertically so their edges are the same distance apart.

An example follows:
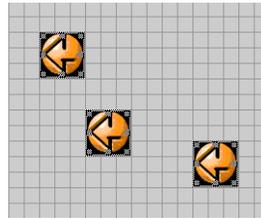
Icons before clicking the Equidistant Edges buttons
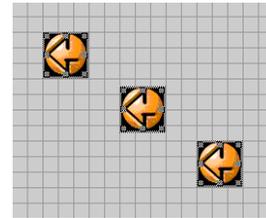
Icons arranged after clicking the Equidistant Edges buttons

The screenshot below shows the *Special* tab in *Offset* mode.

The Special Tab of the Multiselection Inspector in Offset Mode

Click this option to distribute objects horizontally by a user-specified distance, then enter a value in the Pixel text box.

Click any button to apply horizontal distribution to selected objects.

Click this option to distribute objects vertically by a user-specified distance, then enter a value in the Pixel text box.

Click any button to apply vertical distribution to selected objects.
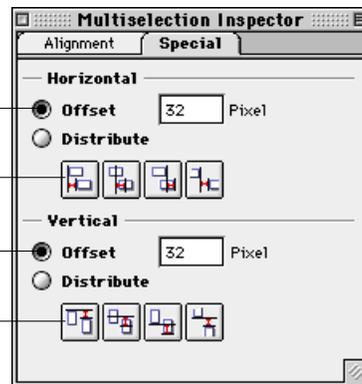
To distribute objects relative to each other using a specified offset in pixels, proceed as follows:

1   Select two or more objects on the *Layout* grid.

2   Go to the *Inspector* window and click the *Special* tab.

3   If they are not selected, click the *Offset* radio buttons in the *Horizontal* and *Vertical* sections of the *Special* tab.

4   Use the *Offset* text boxes in the *Horizontal* and *Vertical* sections of the *Special* tab to enter the spacing you want between the selected objects by clicking the respective button. For example, if two objects on the layout grid are 20 pixels apart and you specify an offset of 30 pixels, one of them shifts by 10 pixels.

5   Use the buttons in the *Horizontal* and *Vertical* button rows as follows:

Horizontal Distribution Buttons

The *Relative to Left Edges* button distributes objects on the layout grid relative to their left edges.

The *Relative to Vertical Centers* button distributes objects on the layout grid relative to their vertical centers.

The *Relative to Right Edges* button distributes objects on the layout grid relative to their right edges.

In *Offset* mode, the *Equidistant Edges* button moves objects on the layout grid horizontally so their edges are equally spaced by the value specified in the *Offset* text box.

Vertical Distribution Buttons

The *Relative to Tops* button distributes objects on the layout grid relative to their tops.

The *Relative to Horizontal Centers* button distributes objects on the layout grid relative to their horizontal centers.

The *Relative to Bottoms* button distributes objects on the layout grid relative to their bottoms.

In *Offset* mode, the *Equidistant Edges* button moves objects on the layout grid vertically so they are equally spaced by the distance specified in the *Offset* text box.

Inserting Text

Adobe GoLive offers various ways of adding text to your page:

- in DTP-style text frames placed on a layout grid
- by typing directly into the document window, as in a word processor
- by dragging & dropping text clips from the desktop or another program

Inserting Text Using Text Frames

To insert text using text frames, proceed as follows:

1 Drag the *Layout Text* icon from the *Palette* and drop it onto the document window to insert a text frame.

2 Click the small square text frame, or click the edge of the text frame and resize it as needed.

The Layout Textbox Inspector

Use Background Color checkbox and color field to assign background color to layout text box.
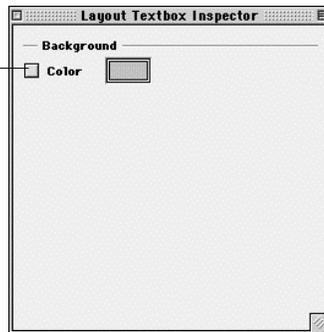
3 Assign a custom color to a layout text box, if you want to.

Drag a color from the *Color Palette*: or *Site Colors* tab of the *Site Window* onto the *Background Color* field of the *Layout Textbox Inspector* (see above). This will select the *Background Color* checkbox automatically.

4 Enter text.

The following example illustrates inserting a text frame and typing text.

The Layout Text Icon and Resulting Text Frame

Drag the Layout Text icon from the Palette and drop it on the layout grid to insert a text frame.
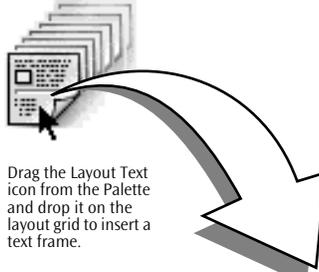
Click the text frame and type in text.

Click the edge of the frame and drag to resize.

Inserting text using text frames lets you rearrange your page layout easily. Just click and drag the item to the new location. As you type in text, text frames and the underlying layout grid grow.

Drag & Drop Text Import

Adobe GoLive lets you drag & drop text clips from the Finder or any other program that supports Macintosh drag & drop.

Drag & Drop Inserting Text

Drag a text clipping—for example, from the
Finder, …

… drop it on a text frame in your document window,…

… and watch Adobe GoLive insert the text and re-
size the text frame.
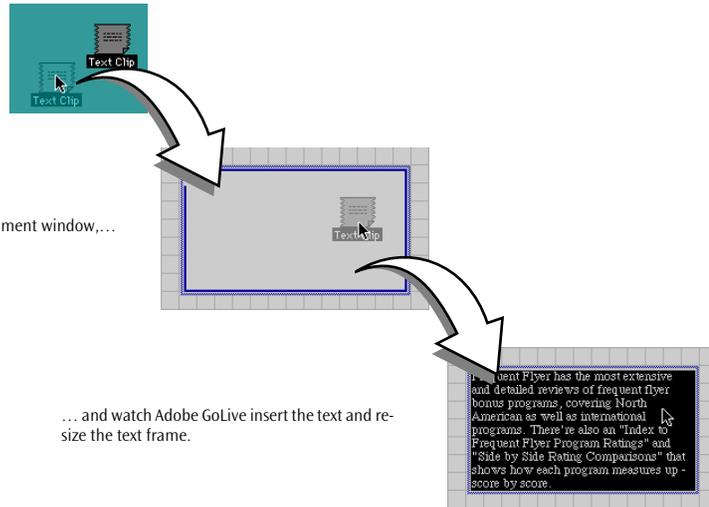
To drag & drop into text frames or the document window, proceed
as follows:

1   Select a text clipping in the Finder or document window of the
    source application. Drag it onto the text frame or document
    window.

2   Drop the text clipping to insert the text. Adobe GoLive automati-
    cally resizes the text frame, if required.

Typing Text Directly in the Document Window

Alternatively, you can type text directly in the document window.

Typing Text

Formatting Text

The Text Toolbar

Adobe GoLive's *Text Toolbar* provides formatting shortcuts to often-used character and paragraph styles.

The New Link/Remove Link buttons create and break

The Indent/Unindent buttons create and undo indentations.

The List Style buttons format paragraphs as bulleted or numbered lists.

The Relative Font Size menu permits non-default font sizes that override browser preferenc-

The Text Style buttons let you format text in boldface, italics, and teletype styles.

The Alignment buttons control the horizontal alignment of text and objects: left, centered, and right.

The Paragraph Style menu lets you format the current selection with default HTML styles.

The Style and Format Menus

Adobe GoLive's *Style* menu offers a complete selection of character styles, structural tags, and relative font sizing options.

Adobe GoLive's *Format* menu provides a complete selection of paragraph styles, alignment, and list formatting options.

Text Formatting Commands in the Style and Format Menus

Style	
✓ Plain Text	⇧⌘P
Bold	⇧⌘B
Italic	⇧⌘I
Underline	⇧⌘U
Strikeout	⇧⌘A
Superscript	⇧⌘+
Subscript	⇧⌘-
Teletype	⇧⌘T
Blink	
Structure	▶
Size	▶
Font	▶
Nobreak	
Remove Color	

Format
✓ None
Header 1
Header 2
Header 3
Header 4
Header 5
Header 6
Address
Preformatted
Alignment ▶
List ▶
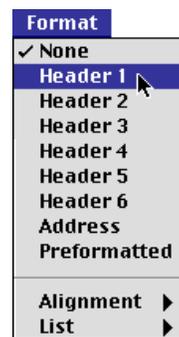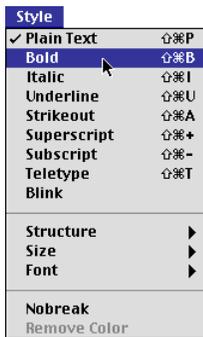
Formatting Characters Using the Style Menu

The *Style* menu includes a complete selection of HTML text formatting commands, including both physical and structural character styles.

⚠️ The difference between physical and structural character styles is functional rather than visual. While physical styles make individual words or phrases stand out from the surrounding text, structural character styles classify items of information (see table below).

The *Style* menu and resulting physical character styles, as viewed using Netscape Navigator 3.0, appear below.

*The Style Menu and
Its Physical Character Styles*

Selecting a character style from the Style menu formats the current selection like this.
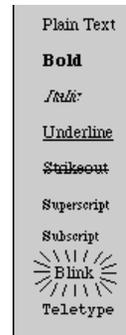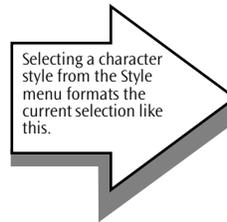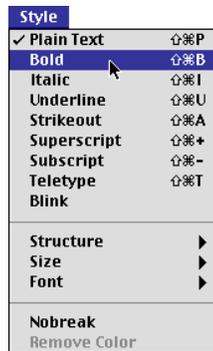
⚙️ To apply a character style, select text and choose the desired option from the *Style* menu.

⚠️ Older browsers may not support character styles other than the basic set, such as plain, boldface, and italic. Note that Adobe GoLive does not preview the Blink style. Launch your browser to see this effect.

The *Style* menu has three submenus:

- The *Structure* submenu contains structural styles (see the note on page 124 on the difference between physical and structural styles). The *Structure* submenu and resulting structural character styles, as viewed using Netscape Navigator 3.0, appear below.

The Style - Structure Submenu and Resulting Text Styles

Selecting structural tags from the Structure submenu formats the current selection like this.
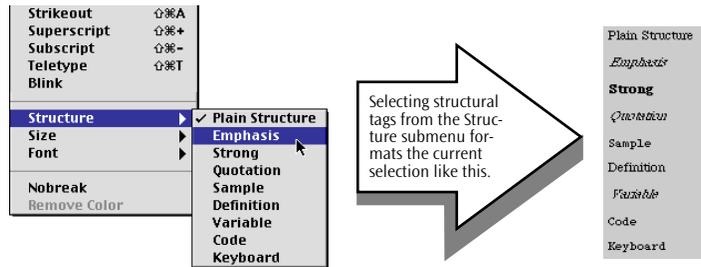
The following list is a short guide to structural tags:

Plain Structure	Removes all existing logical styles.
Emphasis	Italicizes text.
Strong	Displays text in boldface.
Quotation	Identifies text taken from another source. Most browsers use smaller font size and italics to distinguish quotations.
Sample	Indicates text from another source used as a sample to demonstrate a given property. Most browsers use a monospaced font to distinguish samples.
Definition	Identifies text as a definition. Most browsers use plain text to display definitions.
Variable	Establishes a variable name within a block of program code. Most browsers use italics to distinguish variables.
Code	Identifies computer program code. Most browsers use a monospaced font to distinguish code.
Keyboard	Denotes text to be typed. Most browsers use a monospaced font to distinguish keyboard entries.

- The *Relative Size* submenu lets you choose custom font sizes to override the browser's preferences. A detailed discussion of font size issues follows.

The Style - Relative Size Submenu
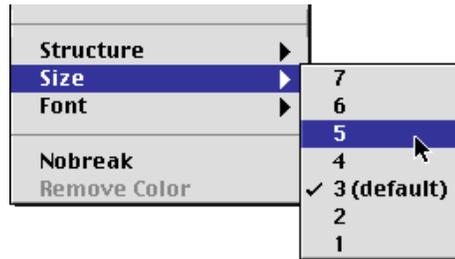
For information on the *Font* submenu, see *Font Sets* on page 128.

Formatting Characters Using the Text Toolbar

Alternatively, you can apply basic character styles by selecting the text to be formatted and clicking the desired button on the *Toolbar*:

The ⬚ button toggles the *Boldface* style on and off.

The ⬚ button toggles the *Italics* style on and off.

The ⬚ button toggles the monospaced *Teletype* style on and off.

To apply relative font sizing, choose the desired increase or decrease in font size from the *Relative Size* menu on the *Toolbar*.

The Bold, Italics, and Teletype Buttons on the Text Toolbar

The Relative Size menu permits non-default font sizes.

The Text Style buttons let you format text in boldface, italics, and teletype styles.
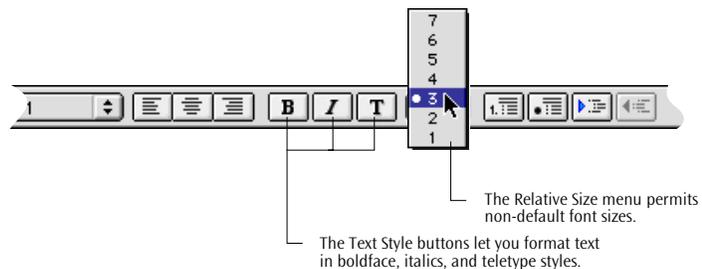
Things to Know About Font Sizes Across Platforms

The browser, not the author, controls font sizes on the Web. Some users will have their browser configured to display text at 9 points and other users will have theirs configured to display text as large as 14 or even 18 points. The relative size settings you choose have the following effects:

- HTML size 3 means to display text at the size set in the browser's preferences.
- HTML size 2 is one font size smaller than the size set in the browser's preferences.
- HTML size 4 is one font size larger than the size set in the browser's preferences.

Most users probably have their browsers configured to display text at 12 point Times. However, fonts on a Windows machine are about one step larger than on the Macintosh, due to the difference in pixel resolution between platforms. For instance, Windows uses 96 pixels to a virtual inch (= 72 points), so a 12 point font is 16 pixels high on Windows. Mac OS uses 72 pixels to a virtual inch, so a 12 point font is 12 pixels high. Times Roman 12 on a Window's machine is roughly the same size as Times 14 on a Macintosh.

Because of the uncertainty over the font size being viewed, you need to design your page to handle a range of font sizes. Internet Explorer on the Macintosh provides the easiest way to proof your pages at a variety of font sizes. It has a Font larger/smaller button in its Toolbar that will let you easily change font sizes. (In Navigator, you have to change the default font size in the Preferences.)

Here is some background information and tips on designing with in-determinate font sizes.

- Do not mix header styles with relative font sizes. Relative font sizes can cause headers to wrap and foil your layout.
- Layout grid text boxes will lengthen as the text grows so that text won't be cut off. Graphics and other objects below them will be pushed down.
- Layout grid text boxes will not shrink if the text is viewed at a smaller size than the one you used to lay out the page. This can lead to space between the text and graphics below the text.
- You can place graphics (or even small layout grids) inside a lay-out grid text box. These graphics will move up and down as the text resizes.
- Set Adobe GoLive's default font size to 9 or 10 points. This reduces the chance that users will have their browsers set to a smaller font size. In the *Preferences - Fonts* dialog box, click on the default **CS-Western (Latin 1)** encoding to select it, then change the *Proportional* font size.

- Sometimes a simple table is the best solution to keeping graphics and text aligned together. Put the text in one cell and the graphic in another. At any displayed font size, the text and graphics will stay together. You can use tables on top of a layout grid or by themselves.

Controlling Line Breaks

The *Nobreak* command in the *Style* menu inserts an HTML tag that suppresses line breaks between any number of words you want together on the same line.

Choosing the Nobreak Command from the Style Menu

Style	
✓ **Plain Text**	⇧⌘P
Bold	⇧⌘B
Italic	⇧⌘I
Underline	⇧⌘U
Strikeout	⇧⌘A
Superscript	⇧⌘+
Subscript	⇧⌘-
Teletype	⇧⌘T
Blink	
Structure	▶
Size	▶
Font	▶
Nobreak	
Remove Color	
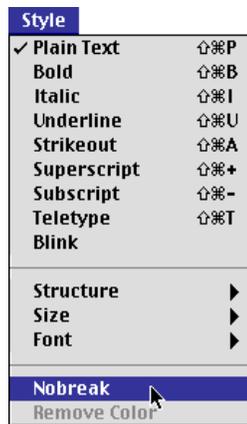
To suppress text wrapping, proceed as follows:

1   Select the words you want to keep together on the same line.

2   Choose the *Nobreak* command from the *Style* menu.

Font Sets

Adobe GoLive allows you to store font sets with each page. Based on the FACE attribute of the FONT tag, a font set adds a list consisting of one or more font names to the currently selected text. If the first font on the list is available on the visitor's system, it will be used to display the text formatted accordingly. If not, the second font is used, and so on. If none of the fonts on the list is available, the text will appear in the default font of the Web browser.

The *Font* command from the *Edit* menu lists all font sets available for the current session. The choice of font sets varies with the availability of their source windows: Global font sets are displayed by default, while font sets used in individual pages or stored in the *Site Window* appear only when their parent windows are open. The following

menu shot illustrates the choice of font sets that is available when a Web page and the *Site Window* are open.

Font Sets in the Style Menu

The Font command from the Style menu…

…displays a list of font sets available in the current session.

Style	Format	Special	Site	Window	Hilfe

✓ Plain Text	⇧⌘P
Bold	⇧⌘B
Italic	⇧⌘I
Underline	⇧⌘U
Strikeout	⇧⌘A
Superscript	⇧⌘+
Subscript	⇧⌘−
Teletype	⇧⌘T
Blink	
Font	▶
Size	▶
Structure	▶
Nobreak	
Remove Color	

Edit Font Sets…

✓ Default Font
Times New Roman
Arial
Courier New
Espy Sans

More SansSerifs
Choice Serifs
Smooth SansSerifs
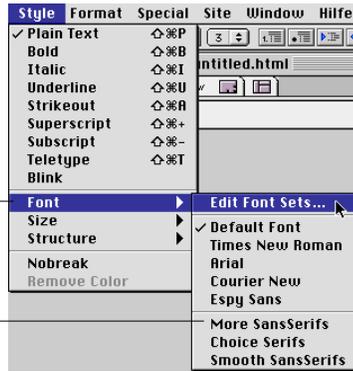
} This section of the menu lists global font sets and font sets from currently open pages.

} Font sets from currently open site documents appear below the separator.

Separators divide the *Font* submenu in three sections:

- The *Edit Font Sets…* command opens the *Font Set Editor* shown below.
- Listed below the first separator are the global font sets managed by the application and the font sets from open pages.
- Listed below the second separator are the font sets from open *Site Window*s.

The *Font Set Editor* dialog box lets you add and edit both global and page-specific font sets. (For instructions on how to edit site font sets, please see page 656.) Before creating a new font set, you tell Adobe GoLive where to store it by clicking the *Default* or *Page* icon in the left pane of the dialog box. The screenshot below shows the *Font Set Editor* dialog box opened by the *Edit Font Sets…* command.

The Fontset Editor

Click this icon to ádd new or edit existing global font sets.

Click this icon to ádd new font sets to the page or edit existing font sets.
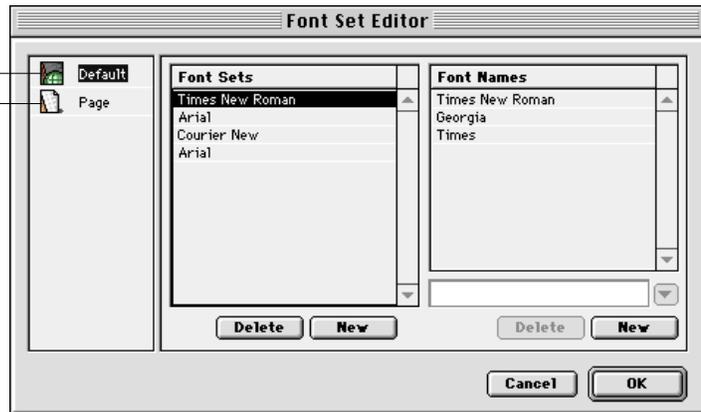
To add font sets, proceed as follows:

1 Click the *Default* icon in the leftmost pane of the dialog box to add global font sets, or click the *Page* icon to add font sets to the page only.

2 Click the *New* button below the *Font Sets* list to add a new untitled font set to the list.

3 Go to the rightmost pane and click the *New* button below the *Font Names* list.

4 Choose a font from the popup menu below the *Font Names* list, or enter the font name in the text box, if the font is not installed in your system. The font name appears in the text box. In the *Font Sets* list, the new font set is renamed according to your selection. (Font sets are always named according to the first font they contain.)

5 Repeat steps 3 and 4 to add more fonts to the font set until you are satisfied with the selection.

To edit font sets, proceed as follows:

1 Click the *Default* icon in the leftmost pane of the dialog box to edit global font sets, or click the *Page* icon to edit page font sets.

2 Click to select the desired item in the *Font Sets* list.

3   Depending on what you want to do, continue as follows:

   To change a font within a font set:

   -   Go to the rightmost pane and click to select the font you want
       to edit in the *Font Names* list.

   -   Choose an new font from the popup menu below the *Font
       Names* list. The font name appears in the text box. If you have
       selected the first font in a font set, the font set is renamed ac-
       cordingly in the *Font Sets* list.

   To add a new font within a font set:

   -   Do not make a selection if you want to add a new font to the
       selected font set.

   -   Click the *New* button below the the *Font Names* list, then
       choose a new font to add from the fonts popup menu.

   To delete a font from a font set:

   -   Go to the rightmost pane and click to select the font you want
       to delete in the *Font Names* list.

   -   Click the *Delete* button below the *Font Names* list.

4   When you are done editing, click the *OK* button.

Once you have created global font sets, you can use them to format
text in any Web page you open with Adobe GoLive. Page font sets,
however, are only available within their parent pages, that is, the
pages where you have created them in the first place.

*Choosing the Edit Font Sets Command
from the Style Menu*

To format text using a font set, proceed as follows:

1   Select the desired text.

Structure	▶	
Size	▶	
Font	▶	**Edit Font Sets…**
		Default Font
Nobreak		**Times**
Remove Color		
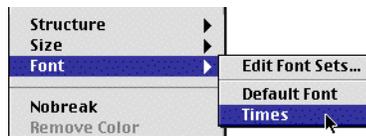
2   Choose the font set from the *Font* submenu of the *Style* menu (see above).

Choosing Paragraph Styles from the Format Menu

The *Format* contains a set of six HTML paragraph styles for inserting headers that will structure your site.

⚠ The *Format* menu contains the same set of commands as the *Text Toolbar* (see page 133, *Choosing Paragraph Styles from the Text Toolbar*), but the *Format* menu offers more choices for list formatting (see page 135).

The Format Menu
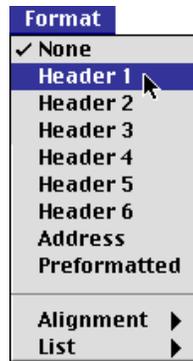
To assign a paragraph style from the *Format* menu, place the mouse cursor in that paragraph and choose the desired style from the menu:

- Choosing the *Header 1* through *Header 6* options applies one of the six hierarchical levels of headings to the current paragraph.
- Selecting the *Address* option applies the default HTML style for the author's E-mail address to the current paragraph.
- Choosing the *Preformatted* option applies the default style that displays HTML code to the current paragraph.
- Picking *None* resets the current text to the default style selected in the *Font Preferences* dialog of the browser.

Choosing Paragraph Styles from the Text Toolbar

Alternatively, you can format a paragraph using the *Paragraph Styles* menu on the *Text Toolbar.* For this, place the mouse cursor in that paragraph and choose the desired style from the *Paragraph Styles* menu.

The Paragraph Styles Menu on the Text Toolbar

The Paragraph Styles menu lets you format the current selection with default HTML styles.
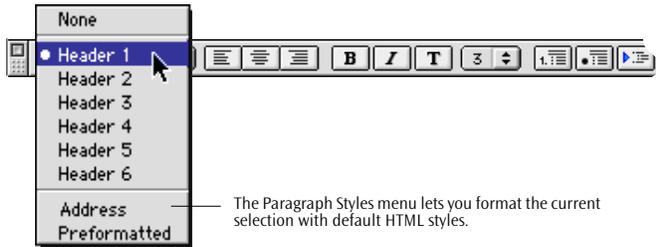
Aligning Paragraphs Using the Format Menu

The *Alignment* submenu to the *Format* menu lets you align text or objects.

The Alignment Submenu of the Format Menu
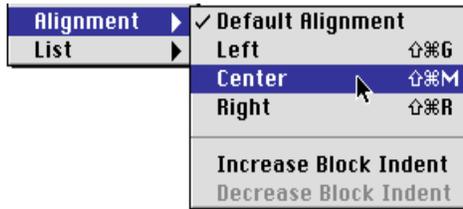
To align the current paragraph, selected text, or object, choose the *Left*, *Center,* or *Right* option from the *Alignment* submenu. The *Default Alignment* option specifies that the paragraph shouldn't have an alignment or removes an existing alignment.

Adding Block Indents

The *Increase Block Indent* command lets you incrementally increase the space between a paragraph and the left and right margins.

To block indent the current paragraph or selected text, choose the *Increase Block Indent command* from the *Alignment* submenu.

To reduce or remove block indent from the current paragraph or selected text, choose the *Decrease Block Indent* command.

The following screenshots show how the *Increase Block Indent* command acts on a paragraph in a text frame. It adds extra space on both sides and enlarges the text box to accommodate the indentations and indented text.

Applying the Increase Block Indent Command

Unindented Paragraph ────────────────
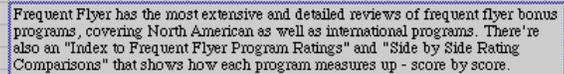
> Frequent Flyer has the most extensive and detailed reviews of frequent flyer bonus programs, covering North American as well as international programs. There're also an "Index to Frequent Flyer Program Ratings" and "Side by Side Rating Comparisons" that shows how each program measures up - score by score.

Block Indented Paragraph ─────────────
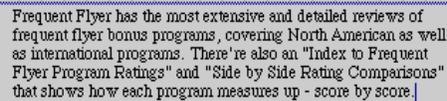
> Frequent Flyer has the most extensive and detailed reviews of frequent flyer bonus programs, covering North American as well as international programs. There're also an "Index to Frequent Flyer Program Ratings" and "Side by Side Rating Comparisons" that shows how each program measures up - score by score.

Aligning Paragraphs Using the Text Toolbar

Alternatively, you can align a paragraph or object by placing the cursor in that paragraph or on the same line as the object and clicking the desired button on the *Text Toolbar*.

The Left Align, Center, and Right Align Buttons on the Text Toolbar

The Alignment buttons control the alignment of text and objects: left, centered, and right.

The buttons have the following functions:

- The *Left Align* button aligns the text or object on the left margin.
- The *Center* button centers the text or object.
- The *Right Align* button aligns the text or object on the right margin.

Specifying an alignment is optional. If you don't align a paragraph or click an alignment button to remove the alignment, the browser will use its own default alignment (which is left-aligned in most cases).

Formatting Lists Using the Format Menu

The *List* submenu to the *Format* menu lets you format paragraphs as numbered or unnumbered lists, create Terms & Definitions-style lists, and select various other list formats.

The different list styles, as viewed using Netscape Navigator 3.0, appear below.

The Format Menu: List Submenu and Resulting List Styles
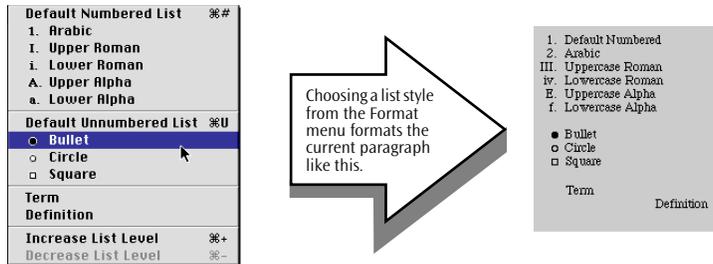
Numbered and Unnumbered Lists

In addition to the basic list formatting options that the *Text Toolbar* offers (see page 136), you can create custom numbered and unnumbered lists by selecting the appropriate list style from the *List* submenu.

The following example shows a numbered list formatted with the *Upper Roman* option.

Numbered List

To apply a custom list style to the current paragraph or selection, choose the appropriate option from the *List* submenu.

Hierarchical Lists

You can also create hierarchical or nested lists with multiple numbering schemes or different leading characters.

The following example shows an unnumbered hierarchical list.

Hierarchical List

In hierarchical lists, Adobe GoLive automatically assigns a different leading character to lower-level items.

To nest individual list items that you want lower in rank, proceed as follows:

1 Select the list item.

2 Go to the *List* submenu and choose a different style.

3 Go to the *Format* menu and choose *List*. Then choose *Increase List Level*.

Choosing the *Decrease List Level* command for a first-level list item removes the list style and resets the paragraph to plain style.

Choosing the *Decrease List Level* command for a second-level or lower list item shifts the list item to the left, taking it to the next higher hierarchy level.

Formatting Lists Using the Text Toolbar

You can also format the current paragraph or selection as a list or list item by clicking the desired button on the *Text Toolbar*.

To create a numbered list, proceed as follows:

1 Click at the numbered list button 🔢.

2 Click the *Increase List Level* button to indent the paragraph further, creating a nested or multilevel list.

To create an unnumbered list, proceed as follows:

1 Click at the unnumbered list button 📋.

2 Click the *Increase List Level* button to indent the paragraph further, creating a nested or multilevel list.

The *Right Indent* button ◀▤ resets a list item to plain style if the paragraph is a first-level list item.

Clicking the *Right Indent* button for second-level or lower-level list items shifts the paragraph back toward the left margin and changes the leading list character accordingly—for example, from a second-level hollow bullet to a first-level solid bullet.

The List Style Buttons on the Text Toolbar

The List Style buttons format paragraphs as bulleted or numbered list items.

Tables

Adobe GoLive supports multicolumn, multirow tables that help you present information in spreadsheet form using, for example, data exported by spreadsheet applications.

Tables are inserted via drag & drop or by double-clicking the table icon in the *Palette*. After inserting a new table, you can change its appearance, resize the entire table or individual rows and columns, add color, select the alignment of objects within cells, and import tab-separated text files.

The following screenshot shows a table designed with Adobe GoLive. This example has a leading caption, three columns, and five rows.

Editing a Table

Tables

Layout | Source | Preview

My home page

Frequent Fliers

Best Deals for Bonus Miles

Description	Miles Required	Bonus Miles
Frequent Traveller Plus Program	300,000	350,000
Master Flyer Program	250,000	25,000
Super Traveller Program	250,000	20,000
V.I.P. Bonus Schedule	250,000	20,000
Frequent Traveller Gold Program	200,000	10,000

⚠️ Tables can accommodate almost any element of information, from text and images to QuickTime movies. Positioning objects with tables is, however, a very tedious process that you can accomplish more easily by using Adobe GoLive's unique layout grid feature (see page 111 for details).

Inserting a Table

To insert a table, proceed as follows:

1 Drag the *Table* icon from the *Palette*.

2 Drop it on your layout grid and position it as desired, or drop it on your document window if you're not using a layout grid.

Inserting a Table
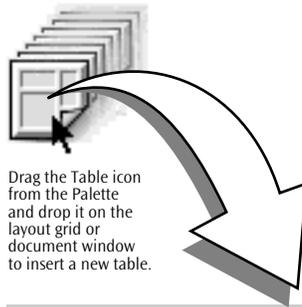
Drag the Table icon from the Palette and drop it on the layout grid or document window to insert a new table.

Resizing a Table

After inserting a new table, you can resize individual cells, rows, columns, or the entire table interactively to meet your needs.

To interactively resize a cell, row, column, or entire table, proceed as follows:

1 Option-click the right border of the cell, column, or table to change the width; option-click the bottom of the cell, column, or table to change its height.

Option-clicking resets the measurement of the table from *Auto* to *Pixels* (see *Customizing a Table with the Table Inspector* on the next page).

2   Watch the default arrow cursor turn into the *Resize* cursor.
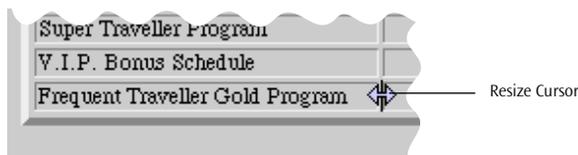
Resize Cursor

The *Resize* cursor is light blue when it acts on a cell, row, or column and dark blue when it acts on the entire table.

3   Drag in the desired direction to resize.

Exactly what happens depends on the settings for Pixel, Percent, or Automatic in both the table as a whole and each individual cell. To obtain more predictable results, set the width or height of each cell numerically using the *Width* and *Height* text boxes in the respective tabs of the *Table Inspector*.

Making Selections Within a Table

The following section outlines how to make selections in a table. Selecting parts of the table is essential to editing the table in the *Table Inspector*. Also, Adobe GoLive lets you select multiple cells in a table and apply colors, font sets, and relative font sizes, even if the cells within the selection are not adjacent.

When you have selected cells in a table or the table as a whole, you can apply the table editing commands from the *Table*, *Row,* and *Cell* tabs of the *Table Inspector*, as described in the following pages, or apply formatting.

Selecting Contiguous Cells

To select contiguous cells, proceed as follows:

- To select the entire table, click on either its top or left edge.
- To choose a cell, click on the bottom or right edge of the cell.
- To select multiple cells, Shift-click the bottom or right edges of adjacent table cells successively.
- To select all table cells, click on the bottom or right edge of any cell, then choose the *Select All* command from the *Edit* menu or press Command-A.

Please note that Adobe GoLive will disable some options in the *Table Inspector,* depending on your selection. For example, if you select the two adjacent cells, the *Column Span* option will be disabled in the *Cell* tab because column spanning doesn't require making a selection.

Selecting Contiguous Cells

Unlike table editors in word processors the cells you select in Adobe GoLive do not have to form a contiguous block. The example below illustrates this multiple cell selection capability.

Selecting Multiple Cells in a Table

The cells with bold typeface were formatted using only a single command.

By Shift-clicking cells, you can make complex selections in a table.

Description	Miles Required	Bonus Miles
Frequent Traveler Plus Program	300,000	35,000
Master Flyer Program	250,000	25,000
Super Traveler Program	250,000	20,000
VIP Bonus Schedule	250.000	20,000
Frequent Traveler Gold Program	200,000	10,000

To select non-contiguous cells, proceed as follows:

- Shift-clicking a cell adds it to the current selection.
- Shift-clicking a cell that is already selected cancels the selection.
- Shift-clicking the top of a column selects the entire column as long as there are no cells selected in that column.
- Shift-clicking the top of a column inverts the selection when cells are already selected in that column. This action deselects previously active cells and selects previously inactive cells. An example appears below.

Inverting a Selection in a Table

Description	Mile Req	**Description**	Mile Req
Frequent Traveler Plus Program	**300,000**	Frequent Traveler Plus Program	**300,000**
Master Flyer Program	250,000	Master Flyer Program	250,000
Super Traveler Program	250,0∪	Super Traveler Program	250,0∪
VIP Bonus Schedule	250,000	VIP Bonus Schedule	250,000
Frequent Traveler Gold Program	200,	Frequent Traveler Gold Program	200,

When a selection exists in a column…   … shift-clicking the top of the column inverts that selection. Deselecting the previously active cells and selecting the previously inactive cells.

- Shift-clicking the left side of a row selects the entire row. As is the case with cells and columns, rows need not be adjacent to be selectable.
- Shift-clicking the left side of a row inverts the selection when cells are already selected in that row. As is the case with columns, this action deselects previously active cells and selects previously inactive cells.

Customizing a Table with the Table Inspector

The context-sensitive *Inspector* window, now titled *Table Inspector*, will allow you to configure your table before you start typing in text or inserting objects. The *Table Inspector* has three tabs: *Table*, *Row*, and *Cell*.

The Table Tab

The *Table* tab controls the general appearance of the table, allowing you to color it, add or delete rows and columns, control the behavior of text in cells, enter exact measurements, insert a caption, and import data from a spreadsheet or database application.

The Table Tab of the Table Inspector

Click other tabs to view more options.

Use these options to control the shape and overall dimensions of the table.

Use these options to set cell parameters.

Check this box to enable the caption.

Click here to import data.

Click here to convert a table into a layout grid.
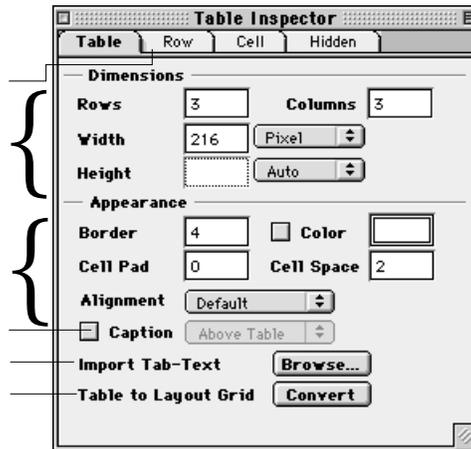
To add rows and columns to the table, proceed as follows:

1 Click the top border or right border of the table to select it.

2 Go to the *Inspector*, place the cursor in the *Rows* text box, enter the desired number of rows, and press the Return key to confirm your entry.

3 Place the cursor in the *Columns* text box, enter the number of columns you want, and press the Return key to verify your entry.

To set the dimensions of the table, proceed as follows:

1 Click the top border or right border of the table to select it.

2 Go to the *Inspector*, place the cursor in the *Width* text box, enter the desired overall width, and press the Return key to confirm your entry.

You can select a measurement option from the popup menu next to the *Width* text box:

- *Pixel*, the default option, lets you enter the width precisely in pixels.

- The *Percent* option lets you enter the size relative to the width of the underlying layout grid or the screen.

- The *Auto* option sets the width automatically.

3   Place the cursor in the *Height* text box, enter the desired overall height, and press the Return key to confirm your entry.

You can select a measurement option from the popup menu next to the *Height* text box:

-   *Pixel*, the default option, lets you enter the height precisely in pixels.

-   The *Percent* option lets you enter the height relative to the height of the underlying layout grid or the screen.

-   The *Auto* option sets the height automatically.

To set the appearance of the table, proceed as follows:

1   Select the table.

2   Click the *Table Inspector*.

3   Place the cursor in the *Border* text box, enter the desired border width, and press the Return key to confirm your entry.

Setting *Border* to "0" hides the table borders. In Adobe GoLive's screen display, the borders will appear grayed out to indicate that a table is present. You can hide the thin gray table separators by choosing the *Hide Invisible Items* command from the *Edit* menu.

4   Place the cursor in the *Cell Pad* text box, enter the desired vertical spacing, and press the Return key to confirm your entry.

5   Place the cursor in the *Cell Space* text box, enter the desired inter-cell spacing, and press the Return key to confirm your entry.

6   Click the color field, drag a color from the *Color Palette* window, and drop it on the color field, checking the checkbox automatically.

7   Select an option from the popup *Alignment* menu to align the table with respect to the document window (inactive with layout grid).

-   The *Default* option lets Adobe GoLive align the table automatically, based on the alignment of the surrounding text.

-   The *Left* option aligns the table to the left margin.

-   The *Right* option aligns the table to the right margin.

8   Check the *Caption* checkbox to enable a caption and select its location above or below the table.

To convert a table into a layout grid, click the *Convert* button. Tables preserve color attributes and alignment when being converted to layout grids.

Importing Data

Adobe GoLive lets you import data from spreadsheet or database applications with ease, allowing you to add content to a table without typing or copying and pasting data from other programs. The *Import Tab-Text* feature on the *Table* tab of the *Table Inspector* accepts any text-only file containing tab-separated data in a "single line per record" format; almost any spreadsheet or database application can output this format.

To import spreadsheet data, proceed as follows:

1   Make sure you have a text file with the required tab-separated data in place.

2   Insert a table into your page.

3   Click the top border or right border of the table to select it.

4   Go to the *Table Inspector* and click the *Browse* button next to the *Import Tab-Text* feature.

5   Select the text file and specify a column separator for the file to be imported (options include tabs, commas, semicolons, and spaces) in the subsequent file selection dialog. Then click *OK*.

6   Adobe GoLive will start importing and add as many columns and rows to the table as are necessary to accommodate the data.

7   Resize the columns as needed and add optional formatting.

The Row Tab

The *Row* tab of the *Table Inspector* lets you edit the attributes of the current row, allowing you to control the alignment of text in cells, assign a custom row color, and enter exact measurements.

The Row Tab of the Table Inspector

Use these options to control the alignment of text in the current row.

Click the color field to select a custom row color.

Use these options to adjust a custom row height.
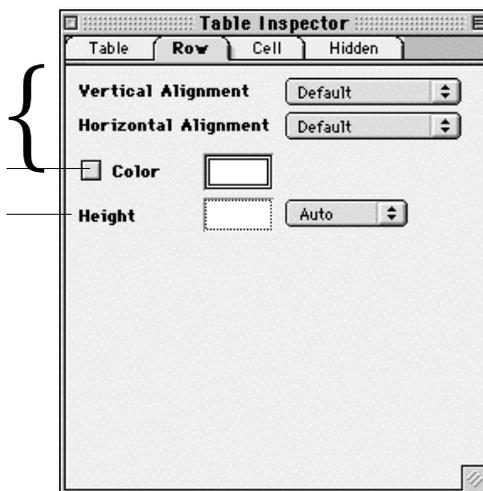
To set row attributes, proceed as follows:

1 To select a row, click the bottom or right margin of a cell.

2 To customize the vertical alignment for all cells in the row, select an option from the *Vertical Alignment* popup menu:

- The *Default* option centers the text in all cells or defaults to the browser's preferences.

- The *Middle* option centers the text in all cells.

- The *Top* option aligns the text to the top.

- The *Bottom* option aligns the text to the bottom.

3 To customize the horizontal alignment for all cells in the row, select an option from the *Horizontal Alignment* popup menu:

- The *Default* option aligns the text in all cells to the left cell margin or defaults to the browser's preferences.

- The *Left* option aligns the text to left cell margin.

- The *Center* option centers the text in all cells.

- The *Right* option aligns the text to the right cell margin.

4   Click the color field, drag a color from the *Color Palette* window, and drop it on the color field, checking the checkbox automatically.

5   Place the cursor in the *Height* text box, enter the desired custom height for the current row, and press the Return key to confirm your entry.

You can select a measurement option from the popup menu next to the *Height* text box:

-   The *Auto* option sets the height automatically by dividing the overall height of the table through the number of rows.
-   The *Pixel* option lets you enter the height precisely in pixels.
-   The *Percent* option lets you enter the height relative to the overall height of the table.

The Cell Tab

The *Cell* tab of the *Table Inspector* lets you edit the attributes of the current cell, allowing you to control the alignment of text in cells, assign a custom row color, and enter exact measurements.

The Cell Tab of the Table Inspector

Control the alignment of text in the current cell.

Extend cells horizontally or vertically.

Adjust a custom column width and row height.

Format the current cell as a subheader.

Suppress automatic text wrapping.

Add a row or column to your table.

Delete a row or column from your table.
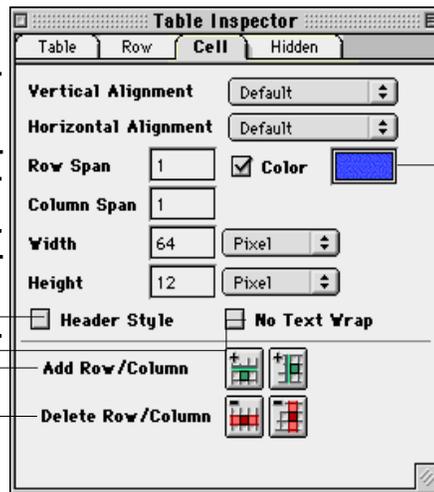
Select a custom cell color.

To set cell attributes, proceed as follows:

1   Select a cell by clicking its bottom or right margin. A marquee appears in the cell, indicating its selection.

2 To customize the vertical alignment for the current cell, select an option from the *Vertical Alignment* popup menu:

  - The *Default* option defaults to the browser's preferences.

  - The *Middle* option centers the text in the cell.

  - The *Top* option aligns the text to the top of the cell.

  - The *Bottom* option aligns the text to the bottom of the cell.

3 To customize the horizontal alignment for the current cell, select an option from the *Horizontal Alignment* popup menu:

  - The *Default* option defaults to the browser's preferences.

  - The *Left Default* option aligns the text to the left cell margin.

  - The *Center* option centers the text in the cell.

  - The *Right* option aligns the text to the right cell margin.

4 Click the color field, drag a color from the *Color Palette* window, and drop it on the color field, checking the checkbox automatically.

5 If you want to extend the a cell over the rows below it (see the following example), click on the cell that will be at the top of the span, place the cursor in the *Row Span* text box, enter the desired number of cells, and press the Return key.

A Cell Spanning Three Rows

Description	Miles Required	Bonus Miles
Frequent Traveller Plus Program	300,000	350,000
Master Flyer Program		25,000
Super Traveller Program	250,000	20,000
V.I.P. Bonus Schedule		20,000
Frequent Traveller Gold Program	200,000	10,000

6 To extend a cell over the columns to its right, click on the cell that will be to the left of the span, place the cursor in the *Column Span* text box, enter the number of columns to be spanned, and press the Return key.

7 Instead of dragging to resize, select *Pixel* or *Percent* from the *Width* popup menu (see below), then place the cursor in the *Width* text box, enter the desired column width, and press the Return key to confirm your entry.

You can select a measurement option from the popup menu next to the *Width* text box:

  - The *Pixel* option lets you enter the width precisely in pixels.

- The *Percent* option allows you to enter the size relative to the overall width of the table.

- The *Auto* option sets the width automatically.

8 Select *Pixel* or *Percent* from the *Width* popup menu, then place the cursor in the *Height* text box, enter the desired custom height for the current row, and press the Return key to confirm your entry.

You can choose a measurement option from the popup menu next to the *Height* text box:

- The *Auto* option sets the height automatically by dividing the overall height of the table by the number of rows.

- The *Pixel* option allows you to enter the height precisely in pixels.

- The *Percent* option lets you enter the height relative to the overall height of the table.

Adding Rows and Columns

If you need an extra row or column—for example, to avoid overwriting text in cells to be spanned—proceed as follows:

1 Click the *Add Row* button to add an empty row above the current selection, or select the entire table, then click the *Add Row* button to add a new row at the bottom of the table.

⚠ **The Delete Row button lets you remove excess rows.**
Use this button with care! It deletes the current row!

The Add Row and Delete Row Buttons

2 Click the *Add Column* button to add an empty column to the left of the current selection, or select the entire table, then click the *Add Column* button to add a new column to the far right of the table.

⚠ **The Delete Column button lets you remove excess columns.**
Be careful! This button deletes the current column!

The Add Column and Delete Column Buttons

Adding and Manipulating Text

You can add text by typing or drag & drop.

To type text into a cell, proceed as follows:

1 Click in the center of the desired cell. A blinking text cursor appears, indicating that the cell is ready to accept your input.

2 You can now start typing.

To move text between cells, proceed as follows:

1 Double-click to select the desired cell text.

2 Click and hold, then drag the text and drop it on the destination cell.

Selecting in Nested Tables

Adobe GoLive lets you nest tables by placing other tables in cells. The deeper you nest tables, especially if the border, cell padding, and cell spacing attributes are set to zero, the harder it is to select a table within a table. To make it easier for you to see how tables are nested, Adobe GoLive offers a special shortcut for selecting.

To select nested tables, proceed as follows:

1 Click a cell within or the top of the innermost table.

2 Press Control-Return to view the outline of the innermost table.

3 Press Control-Return again to see the outline of the cell that encloses the innermost table.

4 Press Control-Return again to view the outline of the parent table and continue pressing Control-Return until you've reached the outermost table.

Images

Adobe GoLive supports images and client-side clickable image maps, allowing you to create well-designed, image-rich pages with enticing graphic hot spots to click on.

The following screenshot shows a page based on a layout grid with a company logo placed on top.

Placing the Logotype as an Image

Use images as an eye-catcher for a compelling page design.

Things to Know About Image Formats

The standard image formats for the Web are GIF and JPEG. Line art typically uses GIFs. Photographs and other images with more than 256 colors generally use JPEGs. PICTs and TIFFs won't work on the Web. All graphics need to be at a resolution of 72 dots per inch. Save JPEGs as RGB (CMYK or grayscale won't work).

Designed to replace the older and simpler GIF format, PNG (Portable Network Graphics) has three major advantages over GIF: variable transparency through alpha channels, cross-platform control of image brightness through gamma correction, and two-dimensional interlacing. PNG also compresses better than GIF in almost every case, but the difference is generally only around 10% to 30%. One GIF feature that PNG does not try to reproduce is animation; PNG is intended to be a single-image format only.

For more detailed information on PNG, please visit Greg Roelofs's Web site at *http://www.cdrom.com/pub/png/*.

Adobe GoLive supports GIF, GIF89a for transparent images, JPEG, Progressive JPEG, and PNG. Additionally, it automatically converts Macintosh PICT and TIFF files imported from the Finder via drag & drop. You can use this feature for previewing an image. The converted image file appears in the *Import Images* folder in the Adobe GoLive program folder (see *Image Preferences* on page 160).

About Gamma

Graphics viewed on a Windows machine look darker than the same graphic viewed on a Macintosh. This is due to a difference in gamma settings; the difference is worse with older Windows machines. There are several ways to simulate the Window's settings on a Macintosh.

- Go to your Monitors control panel and set the gamma to "Uncorrected".
- Download the GammaToggle FKEY. (Shareware by Roland Gustafsson at: *http://www.acts.org/roland/thanks/)*
- Use Knoll Software's Gamma, which is supplied with Adobe Photoshop.

Inserting an Image

Image insertion is a drag & drop process, assisted by a context-specific *Inspector* that lets you link the image to a graphic file and edit image attributes.

To insert an image placeholder, proceed as follows:

1 Open the *Palette* and drag & drop the *Image* icon on your layout grid or document window to insert an image placeholder.

Inserting an Image Placeholder
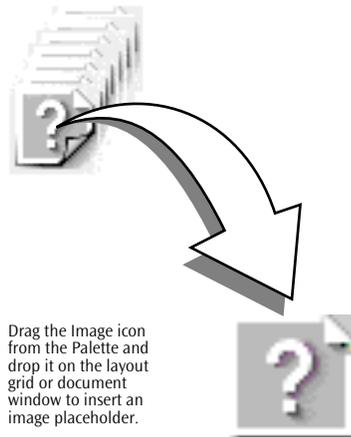
Drag the Image icon from the Palette and drop it on the layout grid or document window to insert an image placeholder.

To link the image placeholder with an image, proceed as follows:

1 In the document window, click to select the placeholder. This opens the *Image Inspector* in the *Inspector* window.

2 Click the *Browse* button in the *Image Inspector* window.

3 Locate the desired graphic file in the subsequent file selection dialog and click *OK*.

4 In the document window, the placeholder image should change to the desired image now.

5 If you are working with a layout grid, you can drag the image to position it precisely.

For alternative ways of linking and importing images, see page 158.

Setting Up an Image

After linking the image placeholder with an image file and placing it at the desired location, you can proceed to adjust the image's attributes.

You can set up an image using the options on the *Basic* and *Special* tabs of the *Image Inspector*. (The *Map* tab contains options for image maps; for details, see page 162.)

The Basic Tab of the Image Inspector

Click Special to view more options.

Type in the Universal Resource Locator here…

… click Browse to select an image file or click "@" to Point & Shoot.

Select this checkbox and type in the directory path and file name of the low-resolution image in the Low text field.

Alternatively, click the Generate button to have Adobe GoLive itself generate a low-resolution image.

Use these options to resize the image.

Select an option to align the image.
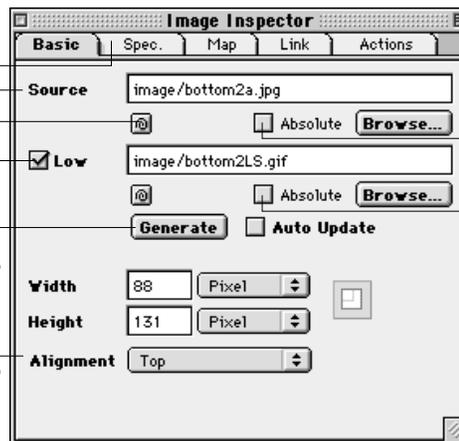
These checkboxes convert the paths to the image files to absolute paths. This option is discussed in the section *Setting Up Adobe GoLive to Use Absolute Paths* on page 719 in Chapter 17, *Managing Web Sites with Adobe GoLive*.

Image Inspector				
Basic	Spec.	Map	Link	Actions

Source image/bottom2a.jpg
☐ Absolute **Browse...**

☑ **Low** image/bottom2LS.gif
☐ Absolute **Browse...**
Generate ☐ Auto Update

Width 88 Pixel ⬍
Height 131 Pixel ⬍
Alignment Top ⬍

Low-Resolution Images

Adobe GoLive supports low-resolution "placeholder" images that display while the main image is still loading. You can obtain low-quality images from an external source or Adobe GoLive can generate them.

To select a low-resolution placeholder image, proceed as follows:

1   Select the "high-quality" image in the main document window to open the *Image Inspector*.

2   In the *Basic* tab, place the cursor in the *Low* text field and type in the directory path and file name of the low-quality image.

Alternatively, click the Browse button and locate the low-quality image in the subsequent open file dialog box, or Shift-Command-click the *Point & Shoot* button and drag at an image in the *Site Window*.

To have Adobe GoLive create a low-resolution placeholder image, proceed as follows:

1   In the *Basic* tab of the *Image Inspector*, click the *Generate* button. Here's an example of a normal and a high-resolution image:

Normal image   **Low-resolution image**

2   Click *Auto Update* to let Adobe GoLive update the low-resolution image whenever you alter the original high-resolution image.

Adjusting Image Size

To adjust image size, proceed as follows:

1   Place the cursor in the *Height* or *Width* text box, enter the desired overall height or width, and press the Return key to confirm your entry.

2   You can select a measurement option from the popup menus next to the *Height* or *Width* text box:

-   The *Pixel* option lets you enter the width precisely in pixels.

-   The *Percent* option allows you to enter the size relative to the width of the screen.

-   The *Image* option sets the width automatically, based on the original size of the graphic.

Resize Warnings

When you change the size of an image, Adobe GoLive displays a re-
size warning icon on top of the image to remind you that the image
may have an unnecessarily large file size or not display at its opti-
mum resolution.

Image with Resize Warning Icon

The resize warning icon reminds you that the image
might not display at its optimum resolution.

Two things may happen when you resize an image:

- If you place an oversized image on your page and downsize it,
  your page may reference an unnecessarily large image file,
  resulting in inefficient use of bandwidth.
- If you place a small image on your page and enlarge it, the
  image may look jagged.

Resize an oversized or undersized image in your Web imaging appli-
cation before placing it on your page.

Adjusting Image Alignment

To adjust the alignment of an image that was not placed on a layout
grid, proceed as follows:

To align the image relative to text on the same line, select an op-
tion from the *Alignment* popup menu:

- The *Top* option aligns surrounding text with the top of the im-
  age.
- The *Middle* option aligns the baseline of surrounding text
  with the center of the image.
- The *Bottom* option is the default setting. It aligns the baseline
  of surrounding text with the bottom of the image.
- The *Left* option aligns the image to the left of the text.
- The *Right* option aligns the image to the right of the text.
- The *Texttop* option aligns the image with the top of the sur-
  rounding text.
- The *Absmiddle* option aligns the absolute center of surround-
  ing text with the image.

- The *Baseline* option aligns the image with the baseline of the surrounding text.
- The *Absbottom* option aligns the absolute bottom of the surrounding text with the bottom of the image.

⚠ The alignment options are inactive when the current image is placed on a layout grid. To change the relative positioning of, for example, a text frame and an image on a layout grid, click and drag the text frame or image.

The Special Tab of the Image Inspector

Use these options to adjust the behavior of the boundary region of the image.

Type in a message to replace the image here.

Select this option and type in a name to use the image as a form button, if required.

The options in the Focus section are explained in Chapter 9, *Working with Forms*.
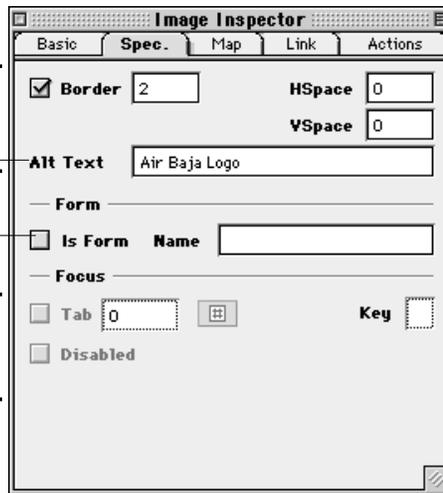
Adjusting Border Width

To activate a box around the image and adjust its width, proceed as follows:

1   Check the *Border* checkbox.
2   Type in the desired border width in pixels and press the Return key to confirm your entry.

⚠ When the border width attribute is set to 0 and the image is the source of a hyperlink, a chain link symbol appears to indicate that this is a linked image.

Adjusting Vertical and Horizontal Spacing

To adjust the vertical and horizontal spacing between the image and surrounding text, proceed as follows:

1 In the *HSpace* text box, type in the horizontal spacing in pixels and press the Return key to confirm your entry.

2 In the *VSpace* text box, type in the vertical spacing in pixels and press the Return key to confirm your entry.

You can't use the Vertical and Horizontal Spacing options to create extra space around an image placed on a layout grid. To change the intermediate spacing between text and images on a layout grid, click and drag the text frame or image.

Selecting an Alternative Message Text

To select an alternative message text for browsers that don't support graphics or that have their autoload option disabled, proceed as follows:

Type in an alternative message text and press the Return key to confirm your entry.

Using an Image as a Form Button

To convert the image into a form button, proceed as follows:

1 Check the *Is Form* checkbox.

2 Type in the name you want to be displayed with the form.

Using the Image as a Link

To convert an image into the source of a link, proceed as follows:

1 With the image selected, click the *New Link* button in the *Toolbar* or choose *New Link* from the *Special* menu.

2   Click the *Link* tab to access the *Link* options of the *Image Inspector*. *(*You can also click the *New Link* button in the *Link* tab instead of performing Step 1 above.*)*

The Link Tab of the Image Inspector

Click Link to view the Hyperlink options.

Type in the Universal Resource Locator here…
… click Browse to select an image file or click
"@" to Point & Shoot.

Click the New Link button to create an undefined
link.

Type in a name for the link here.

Use this option to specify the target frame in the
destination frame set.

This checkbox converts the
path to the referenced object
to an absolute path. This
option is discussed in the
section *Setting Up Adobe
GoLive to Use Absolute Paths*
on page 719 in Chapter 17,
*Managing Web Sites with
Adobe GoLive.*

Image Inspector

| Basic | Spec. | Map | **Link** | Actions |

URL   html1/airbaja.html

⊂⊃ c/⊃   ⊚   ☐ Absolute   **Browse...**

Title   Link To AirBaja

Target   ⊡

— ColorSync™ —

◉ **Default**

○ **Profile**

○ **None**   ⊚   ☐ Absolute   Browse...

Embedded
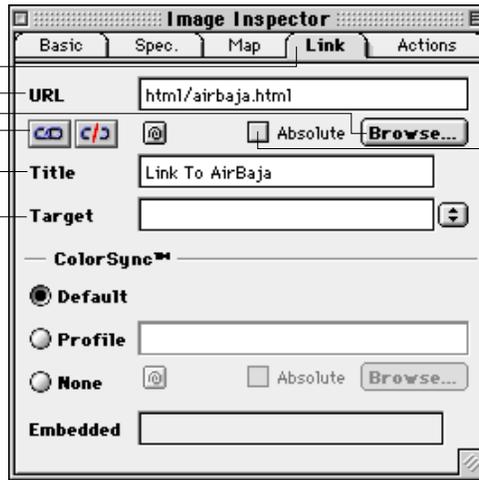
3   Type in a Universal Resource Locator in the URL text box, click the *Browse* button to locate the Web page in the subsequent file selection dialog, or use *Point & Shoot.* Click *OK*.

4   A border appears around the image to indicate that it is the source of a hyperlink.

5   To turn off the border, proceed as follows:

   -   Select the image.

   -   Go to the *Special* tab of the *Image Inspector*, check the *Border* checkbox, and set its value to "0".

Repairing Image References

Missing images are easy to find because they will appear as a question mark icon and are marked with a red border if Adobe GoLive's *Link Warnings* (see page 179) feature is enabled.

To fix the problem, proceed as follows:

1   Select the image and open the *Image Inspector*.

2   In the *Basic* tab of the *Inspector*, fix the URL (use *Browse*, *Point & Shoot*, etc.).

⚠️   Note that "Empty References" are caused when you select an image or piece of hypertext and click the *New Link* button in the *Toolbar* but fail to define the destination URL.

Opening Images in Their Native Application

When you set the appropriate *File Mapping* preferences, double-clicking an image in *Layout View* opens it in its native application. The *File Mapping* preferences are discussed in the section *File Mapping Options* on page 634 in Chapter 17, *Managing Web Sites with Adobe GoLive*.

Alternative Ways of Handling Images

Point & Shoot

Alternatively, you can use Adobe GoLive's *Point & Shoot* feature to link a placeholder with the image of your choice:

1   Select the placeholder.

2   Click the *Basic* tab in the *Image Inspector*.

3   Click the *Point & Shoot* button in the *Image Inspector*.

4   Drag to the desired image in the *Site Window*.

Point & Shoot Linking with an Image File in the Site Window

Click the Point & Shoot button, hold the mouse button down, …
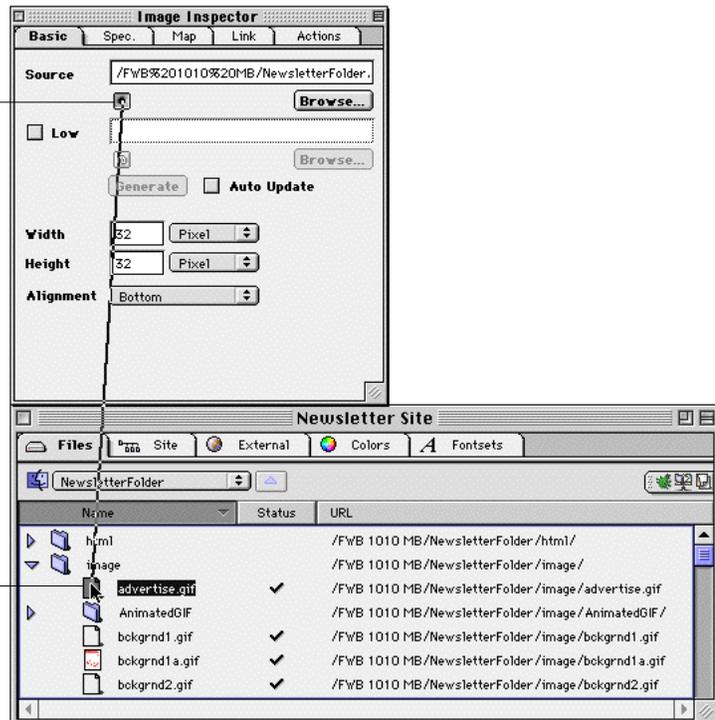
… and drag to the desired image in the Site Window.

Visual feedback indicates that *Point & Shoot* was successful:

- The interconnecting line blinks twice.
- The file name and directory path appear in the *URL* text box of the *Image Inspector.*

⚠ To use this feature, import your page and image files into the Site Window; you can only *Point & Shoot* at an icon in the *Site Window.* (For details on site management, see Chapter 17, *Managing Web Sites with Adobe GoLive*.)

Importing Images via Drag & Drop

Importing images via drag & drop is a convenient shortcut for compatibility testing. You can drag & drop to import graphics files from the Finder, including GIF, JPEG, Progressive JPEG, PNG, PICT, and TIFF files. Adobe GoLive will also let you Command-Option-Drag images for previewing from *Adobe Photoshop* and drop them on the document window or layout grid.

*Drag & Drop Importing
an Image File from the Finder*
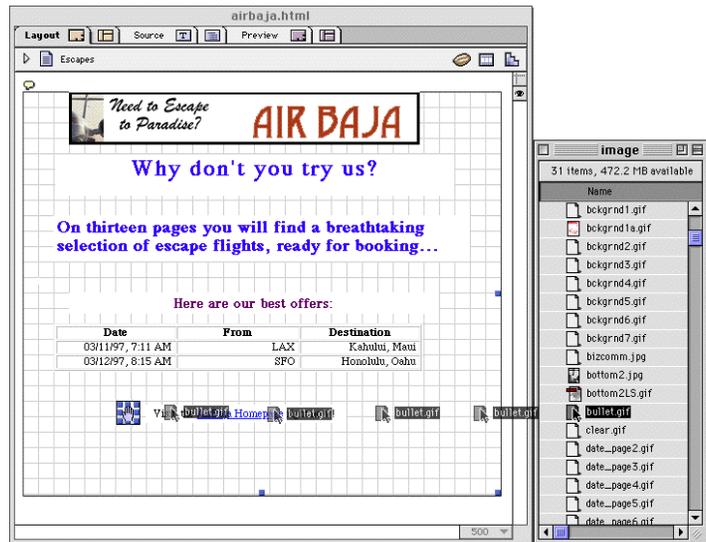
Adobe GoLive automatically converts PICT files to GIF, JPEG, Progressive JPEG, or PNG, placing them in the *Import Images* folder in the Adobe GoLive program folder or any other user-selectable folder. When you are satisfied with the result, move them to your *Image* or *Media* folder in your site folder.

Image Preferences

The *Preferences - General - Image* dialog box lets you make various settings that influence the way Adobe GoLive handles images.

To select an import folder for files imported for previewing via drag & drop from the Finder or other applications, proceed as follows:

1 On the Image tab, locate the *Import Folder* text box (see below).

2 Click *Select* to choose another import folder, or leave the folder selection unchanged to have Adobe GoLive place the images in the *Import Images* folder in the Adobe GoLive program folder.

Setting Image Import Preferences

Use this option to select an import folder for PICT images imported via drag & drop.

Select these options to enable the automatic conversion of PICT images imported via drag & drop to GIF, JPEG, Progressive JPEG, or PNG.

Use these options to determine the storage location for low-resolution images and have them generated by default.
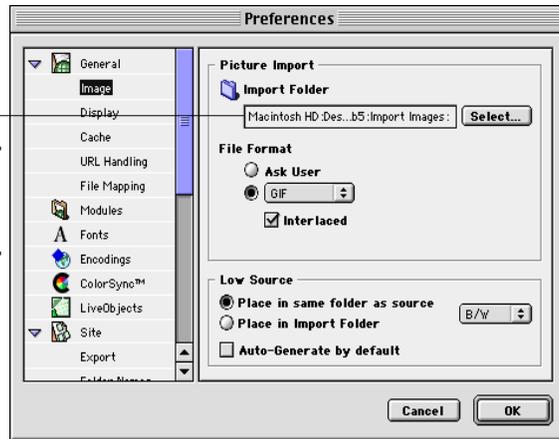
To activate the automatic conversion to GIF, JPEG, Progressive JPEG, or PNG, proceed as follows:

1 In the *General* group of preferences, click the *Image* icon to open the *Image* tab.

2 In the *File Format* group of options, select *Ask User* to pick a dedicated format for each file you import, or choose an option from the popup menu to set a default format. Three basic options are available:

- GIF: GIF has a companion *Interlaced* checkbox to let you choose between the standard and interlaced GIF formats.

- JPEG: JPEG has a companion *Progressive* checkbox to let you choose between the standard and Progressive JPEG formats. An additional popup menu lets you choose from six standardized compression levels.

- PNG: PNG has a companion *Interlaced* checkbox so you can choose between the standard and interlaced PNG formats.

To make default settings for low-resolution images that appear while the main image is loading, proceed as follows:

1 In the *General* group of preferences, click the *Image* icon to open the *Image* tab.

2 In the *Low Source* group of options, select *Place in same folder as source* to have low-resolution images generated by Adobe GoLive stored in the same folder as the high-resolution source images, or choose *Place in Import Folder* to have them temporarily stored before you move them to the site folder.

3 Select the *Auto-generate by default* option to instruct Adobe GoLive to automatically create a low-resolution copy of each image you import and add it to the page.

Special Note on Image File Names:
To save your audience from problems with images, make sure all pictures have the proper extensions to identify their file type. GIFs should end in .gif, JPEGs in .jpg or .jpeg, and PNGs in .png. Although the Mac OS identifies a file's creator/viewer automatically, Web browsers don't, so you must show them what to display. To alert you to this problem, a link, not an image, will appear if you drag & drop a file without the proper extension directly from the *Site* into the *Layout* window. The picture may show up fine in the *Content* tab of the *File Inspector*, but it will not appear in *Layout* mode.

Clickable Image Maps

Adobe GoLive's editor for client-side clickable image maps lets you create clickable maps, edit them right on top of your image, and link them to other resources. You can also connect the hot-spot areas in a clickable image map with scripted actions.

Client-Side Clickable Image Map and Image Inspector

This circular hot spot is designed to link the audience to a particular page.

Click the Map tab to create a clickable image map.

Check the Use Map checkbox to turn an image into a client-side clickable image map and type in the map name.

Use the Map Editor tools to shape, link, and color your clickable map area.

Type in the destination resource here …

… click Browse to select a local resource or use the Point & Shoot button to drag and link to a file icon in the Site Window.

Use this option to specify the target frame in the destination frame set.

The options in the Focus section are explained in Chapter 9, *Working with Forms.*
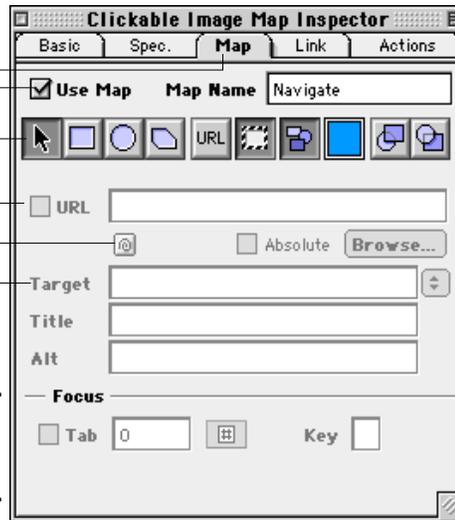
Inserting a Clickable Map

Because image maps are images with clickable hot spots, you must insert an image before you can get started. For instructions, please refer to the section *Inserting an Image* on page 151.

To insert an image and convert it into a clickable map, proceed as follows:

1   Drop the *Image* icon onto your document window.

2   Select an image.

3   Click the *Map* tab in the *Image Inspector* window.

4   Under the *Map* tab, check the *Use Map* checkbox.

5   Type in a name in the *Map Name* text box to identify it as a unique object on your Web page, and press the Return key to confirm your entry.

Editing a Clickable Map

You can edit the hot-spot area of the image map using the toolbar in the *Map* tab. The toolbar features map-specific buttons that let you introduce shape and color and otherwise edit your map area.

To draw a hot-spot area and adjust display options, proceed as follows:

1 Click to select one of the three map drawing tools:

This button allows you to draw rectangular hot spots.

This button lets you draw circular hot spots.

This button allows you to draw polygonal hot spots. (Double-clicking an existing polygon lets you edit the map points later on.)

2 Draw the map at the desired location.

3 Click the following buttons to better identify multiple hot spots:

This button toggles the border around the hot spot on and off.

This button toggles the fill pattern of the hot spot on and off.

This button opens the *Color Palette*, allowing you to select a different fill color for the hot spot. (Red is default.)

This button toggles the name of the referenced resource on and off.

4 If you are working with multiple overlapping hot spots, use the following buttons to manage them:

This button activates the cursor, allowing you to resize and rearrange hot spots.

This button brings the current hot spot to the front.

This button sends the current hot spot to the back.

Linking a Clickable Map with a Page

You can use Adobe GoLive's *Point & Shoot* feature to link clickable image maps with Web pages.

To link clickable maps with Web pages, proceed as follows:

1 Click the *Point & Shoot* button in the *Image Inspector*.

2 Drag to the desired resource file in the *Site Window*.

3 Click the *Preview* tab to test the new link.

Point & Shoot Linking with a Resource from the Site Window

Click the Point & Shoot button…
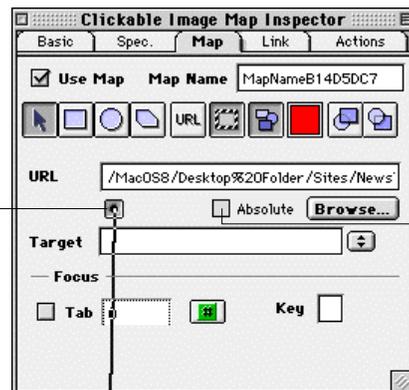
… and drag to the desired resource file in the Site Window.

This checkbox converts the path to the referenced object to an absolute path. This option is discussed in the section *Setting Up Adobe GoLive to Use Absolute Paths* on page 719 in Chapter 17, *Managing Web Sites with Adobe GoLive.*

Visual feedback indicates that *Point & Shoot* was successful:

- The interconnecting line blinks twice.
- The file name and directory path appear in the *URL* text box of the *Image Inspector.*

⚠ Because you can only *Point & Shoot* at an icon in the *Site Window,* import your page and image files into the *Site Window* to use this feature. (For more details on site management, see Chapter 17, *Managing Web Sites with Adobe GoLive*.)

Using Actions with Images Maps

For instructions on using actions, please refer to *Part 13 — Using Actions* on page 269 in Chapter 5, *Dynamic HTML*.

Color Sync™ 2.5

Adobe GoLive supports Color Sync™ 2.5, Apple Computer Inc's premier color matching technology. JPEG images are displayed in true colors, based on ICC-compatible color profiles that are either embedded in the image itself or come as stand-alone files. Color Sync™ 2.5 reconciles the color spaces of JPEG images and computer monitors, allowing both the author and the visitor to view JPEG images without any artefacts.

Using Color Sync™ 2.5 at Single-Image Level

The color matching options for individual images reside on the *Link* tab of the *Image Inspector.* They are available after selecting a JPEG image in the document window. The following screenshot illustrates the ColorSync™ options of the *Image Inspector* and provides brief descriptions of their respective functions.

ColorSync™ Options in the Link Tab of the Image Inspector

Selects the RGB standard profile.

Selects an external color profile.

Deactivates color matching.

Displays the name of a color profile embedded in a JPEG image.

This checkbox converts the path to the referenced profile to an absolute path. This option is discussed in the section *Setting Up Adobe GoLive to Use Absolute Paths* on page 719 in Chapter 17, *Managing Web Sites with Adobe GoLive.*

To use the ColorSync™ options in the *Link* tab of the *Image Inspector*, proceed as follows:

- *Standard* activates an RGB standard profile built into Adobe GoLive for the current image.
- *Profile*: Enter an URL (for example the folder path and name of a color profile on the local hard disk) in the *Profile* text box, click the *Browse…* button and select a profile in the subsequent file selection dialog, or click the Point & Shoot button and drag to an ICC-color profile in the *Site* window.

References to external color profiles are not monitored by Adobe GoLive's built-in link parser. After uploading your site to your ISP's FTP server, you should check whether the stand-alone ICC color profile has been included in the upload.

- *None* deactivates ColorSync™ support for the selected image.
- *Embedded* displays the name of an embedded color profile in a selected JPEG image. Embedding color profiles in JPEG images is a feature supported by the most recent versions of popular imaging programs, such as Adobe Photoshop.

Embedded color profiles in JPEG images are currently only supported by Microsoft Internet Explorer as of Version 4.01.

Using Color Sync™ 2.5 at Page Level

The global color matching options for Web pages reside on the *ColorSync™* tab of the *Page Inspector*. The following screenshot illustrates the ColorSync™ options of the *Page Inspector* and provides brief descriptions of their respective functions.

ColorSync™ Options in the ColorSync™ Tab of the Page Inspector

Selects the RGB standard profile.

Selects an external color profile.

Deactivates color matching.

The radio buttons in the *ColorSync™* tab of the *Page Inspector* work exactly like their counterparts in the *Image Inspector,* the only difference being that the selections you make here are applied to all JPEG images on the page.

Color Sync™ 2.5 Preferences

The interaction between Adobe GoLive and ColorSync™ is controlled by checkboxes in the *Preferences - ColorSync™* dialog box.

The Preferences - ColorSync™ Dialog Box

This checkbox activates ColorSync™.
This checkbox activates the standard profile.
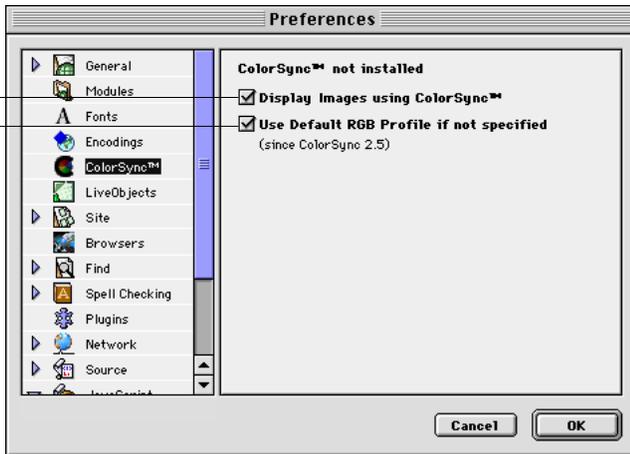
Use the options in the *Preferences - ColorSync™* dialog box:

- By deactivating the *Display Images with ColorSync™* checkbox, you can disable ColorSync™ support through Adobe GoLive.
- The *Use Default RGB Profile if not specified* checkbox lets Adobe GoLive resort to a built-in default color profile when you activate ColorSync™ but do not specify a dedicated profile for an image.

Horizontal Lines

Adobe GoLive lets you insert horizontal lines, also called rules, to help you structure your page with visual separators.

Lines come in two styles—three-dimensional hollow and solid. You can use the *Line Inspector* to toggle the line style from hollow to solid and vice versa.

Inserting Lines

To insert a horizontal line, proceed as follows:

1 Drag either *Line* icon from the *Palette* and drop it on your layout grid or document window.

2 Drag the line to the desired location on the layout grid, or use the *Line Inspector* to align it if you are not using a layout grid.

Inserting a Horizontal Line

Drag the Line icon from the Palette and drop it on the layout grid or document window to insert a horizontal line.
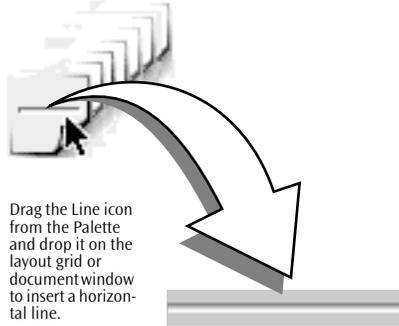
Resizing Lines

To resize a horizontal line, proceed as follows:

1 In the document window, click to select the line and display the sizing handle.

2 Click the handle to resize the thickness of the line.

Selected Line with Resize Handle

Click the handle to resize the line.
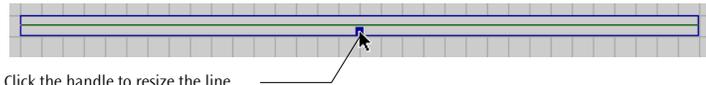
3 Set the width of the line using the *Line Inspector*.

Editing Line Attributes

The context-sensitive *Inspector* window, titled *Line Inspector* if you choose a horizontal line, will allow you to toggle between the solid and three-dimensional line styles, resize the line accurately, and select alignment.

The Line Inspector

Click either button to toggle line style.

Use these options to resize the line.

Click a button to set line alignment.
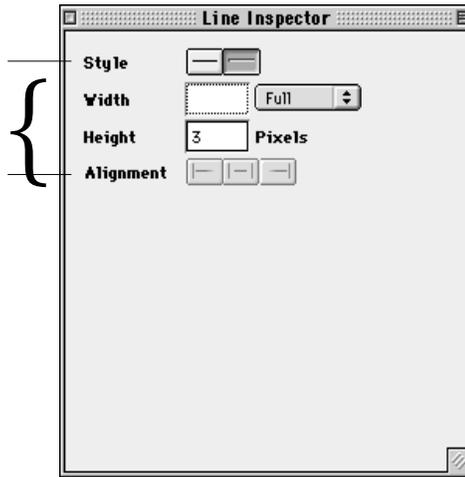
Toggling Line Style

To toggle the line style from three-dimensional to solid or vice versa, proceed as follows:

1 In the document window, click to select the line.

2 In the *Line Inspector*, click the line style button that is inactive.

Resizing a Line Using the Line Inspector

To resize a horizontal line using the *Line Inspector*, proceed as follows:

1 Place the cursor in the *Width* text box, enter the desired width, and press the Return key to confirm your entry.

You can select a measurement option from the popup menu next to the *Width* text box:
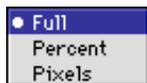
- The *Full* option extends the line over the entire width of the layout grid or document window.

- The *Percent* option lets you enter the width relative to the width of the layout grid or document window.

- The *Pixels* option lets you enter the height precisely in pixels.

2   Place the cursor in the *Height* text box, enter the desired height, and press the Return key to confirm your entry.

Aligning a Line

To align a horizontal line using the *Line Inspector,* proceed as follows:

Click one of the three alignment buttons (inactive when the line is placed on a layout grid):

This button aligns the line to the left margin (default alignment).

This button centers the line with respect to the document window.

This button aligns the line to the right margin.

Horizontal, Vertical, and Block Spacers

Adobe GoLive lets you insert horizontal spacers into your HTML code and convert them into vertical or block spacers, if desired.

Spacers help you structure your page layout by creating a user-resizable white space between text and objects. In pages designed for Netscape Navigator, they are particularly useful when you are working without the layout grid and want more control over your layout. The following screenshot shows how you can use spacers to manipulate text.

Horizontal Spacers Can Be Used to Position Text
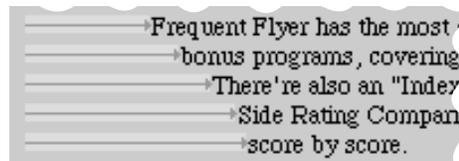
Use spacers with care. They are based on a Netscape-specific tag that works well with Navigator 3.0 or later versions but is ignored by Microsoft Internet Explorer.

Inserting Spacers

To insert a spacer, proceed as follows:

Drag the *Spacer* icon from the *Palette* and drop it on your document window.

Inserting a Horizontal Spacer
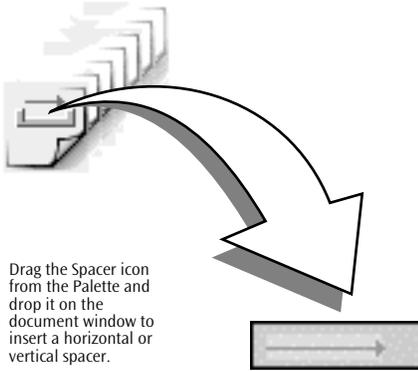
Drag the Spacer icon from the Palette and drop it on the document window to insert a horizontal or vertical spacer.

Toggling Spacer Style

To toggle the spacer style from horizontal to vertical or block, proceed as follows:

1   In the document window, click to select the spacer.
2   In the *Spacer Inspector*, click the desired spacer style button.
3   Return to the document window and resize the spacer.

Resizing Spacers

To resize a spacer, proceed as follows:

1   In the document window, click to select the spacer and display the sizing handles:
    -   Horizontal spacers resize only left or right and have one handle at the far right.
    -   Vertical spacers resize only up or down and have one handle at the lower middle.
    -   Block spacers resize in both directions and have three handles: one at the far right, one at the lower middle, and one at the lower right corner. (To learn more about how to create block spacers, see *Editing Spacer Attributes* below).
2   Click the right handle to resize the width, the lower middle handle to resize the thickness, or the one at the lower right corner to resize the width and thickness at the same time.

Selected Block Spacer with Resize Handles
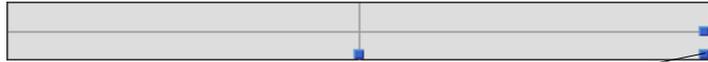
Click a handle to resize the spacer.

Editing Spacer Attributes

The context-sensitive *Inspector* window, titled *Spacer Inspector* when you select a spacer, enables you to resize, reshape, and align the spacer to meet your needs.

The Spacer Inspector

Click a button to select a spacer style.

Use these options to resize the spacer.

Use this popup menu to set spacer alignment.
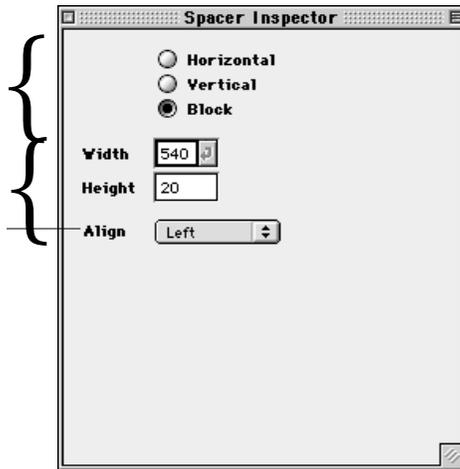
Resizing a Spacer Using the Spacer Inspector

To resize a spacer precisely using the *Spacer Inspector*, proceed as follows:

1 In the document window, click to select the spacer.

2 In the *Spacer Inspector*, place the cursor in the *Width* text box (horizontal and block spacers only), enter the desired width in pixels, and press the Return key to confirm your entry.

3 Place the cursor in the *Height* text box (vertical and block spacers only), enter the desired height in pixels, and press the Return key to confirm your entry.

Aligning a Block Spacer

The *Align* popup menu in the *Spacer Inspector* window lets you control the alignment of block spacers relative to the surrounding text.

To align a block spacer, select an option from the *Alignment* popup menu:

- The *Top* option aligns surrounding text with the top of the spacer.
- The *Middle* option horizontally centers the baseline of surrounding text with the spacer.
- The *Bottom* option is the default setting. It aligns the baseline of surrounding text with the bottom of the spacer.
- The *Left* option aligns the spacer to the left of the text.
- The *Right* option aligns the spacer to the right of the text.
- The *Texttop* option aligns the spacer with the top of the surrounding text.
- The *Absmiddle* option horizontally aligns the absolute center of surrounding text with the spacer.
- The *Baseline* option aligns the spacer with the baseline of the surrounding text.
- The *Absbottom* option aligns the absolute bottom of the surrounding text with the bottom of the spacer.

Unknown Start and End Tags

HyperText Markup Language (HTML) is an ever-evolving language, and new tags are created often. To ensure that your Web pages are always up to date and use the latest technology, you can insert placeholders for tags that Adobe GoLive doesn't recognize, type in the new tag names, and edit tag attributes.

The following screenshot shows an example based on the (fictitious) NEWTAG element.

Unknown Tag Displayed by Adobe GoLive

<NEWTAG> You can wrap up text in new tags. </NEWTAG>

Inserting an Unknown Tag

To insert an unknown tag, proceed as follows:

1 Drag the *Start Tag* icon from the *Palette* and drop it on your document window.

Inserting a Start Tag and End Tag

Drag the Tag and End Tag icons from the Palette onto your document window to insert a pair of unknown tags.
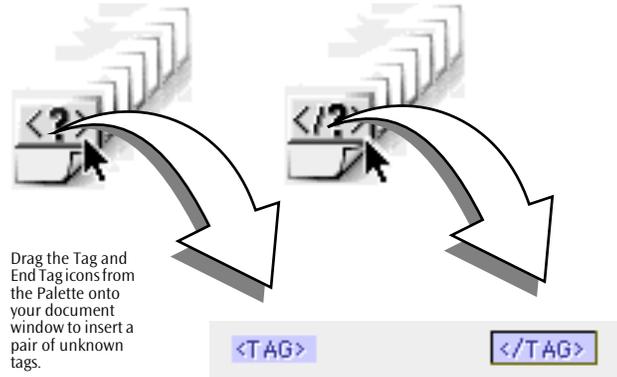
2 Name the new tag and specify its attributes in the *Tag Inspector (*see *Specifying a New Tag on page 175).* Type in text or insert other content.

3 Add and name the *End Tag* accordingly using the *Endtag Inspector* (only if the new feature requires a closing tag).

The Tag Inspector

Type in the tag name here.

View the tag attributes and values in the attribute list box.

Type in the attribute name and value here.

Click this button to delete an attribute.

Click this button to add a new attribute.
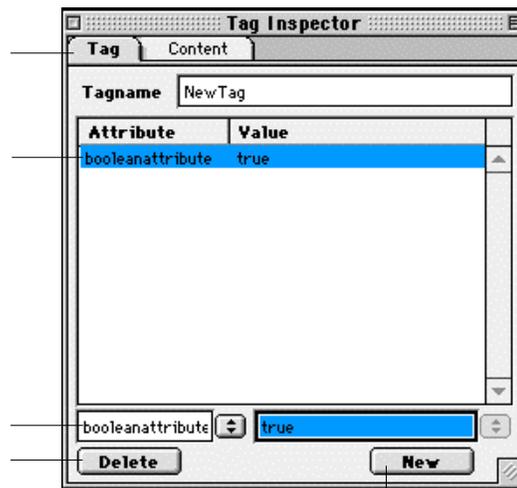
Specifying a New Tag

To name the new tag, proceed as follows:

4 In the document window, click to select the unknown start tag.

5 In the *Tag Inspector*, enter the name of the new tag in the *Tagname* text box and press the Return key to confirm your entry.

6 Click the *New* button to add a new attribute. (This activates the text boxes below the list box.)

7 Enter an attribute name in the left text box and press the Return key to confirm your entry. The attribute name will appear in the *Attribute* column of the list box.

8 Enter an attribute value in the right text box and press the Return key to confirm your entry.

9 The attribute value will appear in the *Value* column of the list box.

To rename an existing tag or edit a tag attribute, click the *Tagname* text box or the desired attribute in the list box.

When you rename a tag, remember to click the closing tag and rename it accordingly in the *Endtag Inspector.*

To delete the currently selected attribute, click the *Delete* button.

Links and Anchors

You can use *Point & Shoot*, Adobe GoLive's convenient link creation tool, with text to reference information resources in your site quickly and efficiently. You can link selected text with other resources in your site in two alternative ways:

• Use *Point & Shoot* to link text with a page or selected location in a text frame or HTML text flow, inserting an anchor in the process. The destination of the link may be on the same page or in another on-screen window—for example, another document or an item in the *Site Window*, such as an E-mail address. (For more details, see the description of the *Site Window* in **Chapter 17,** *Managing Web Sites with Adobe GoLive*).

• Insert anchors from the *Palette* and link to them using *Point & Shoot*.

Point & Shoot Insertion of Links and Anchors

Point & Shoot Insertion of a Link and Anchor Combination

The following screenshot illustrates inserting a link and anchor combination.

Click and drag to select the origin of the link, then command-click and drag the link where you want it to go.

Drop the link at the desired destination and watch the anchor symbol appear.
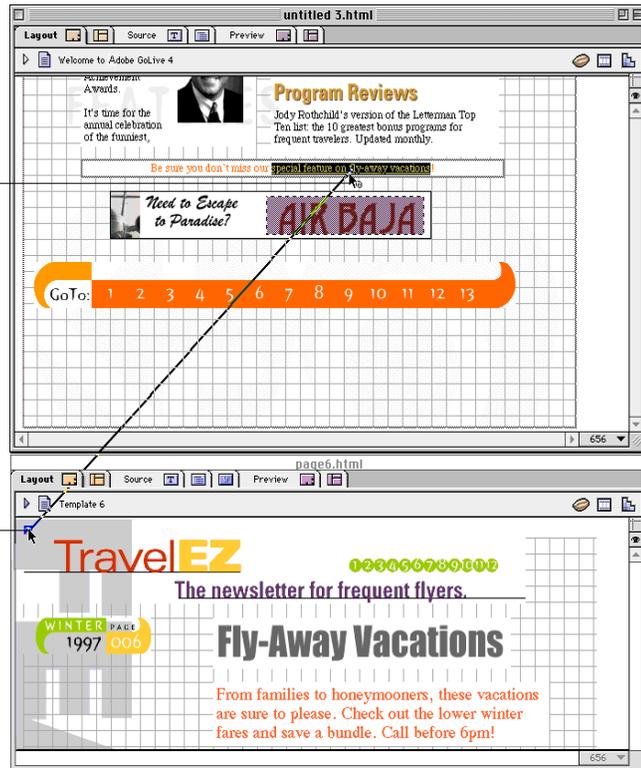
To insert a link and anchor combination via *Point & Shoot*, proceed as follows:

1   Click and drag to select the text you wish to use as the origin of the link.

2   Command-click the selected text and drag the resulting line to the desired destination, which may be in a layout text box, table or any location in the flow of HTML text.

Command clicking changes the shape of the cursor.

3   Release the mouse button to insert an anchor and attach the link in the process.

Things to Know About Anchors

The following section addresses a few important issues connected with the use of anchors:

- Anchors sometimes don't work the same way in Netscape Navigator/Communicator and Microsoft Internet Explorer, so you should test them extensively with both products before publishing your site.
- There are link and anchor combinations that don't work in Adobe GoLive's *Preview* mode.
- There are locations in a Web page where anchors work well with all browsers, and there are locations where they don't:
  - Don't put an anchor icon directly on a layout grid. Instead, place anchors in the flow of HTML text, in a layout text box, or in a table. (You can add a small layout text box to the layout grid to hold the anchor.) You'll get more consistent results if you put the anchor near the left margin of the page.
- You cannot anchor directly to a graphic. HTML does not yet support this feature.

Inserting an Anchor from the Palette

You can also drag an anchor from the *Palette*, drop it in the destination document, and give it a unique name before you *Point & Shoot* to link to it.

This feature is particularly useful if the destination page is referenced by more than one source and contains multiple anchors. Although Adobe GoLive automatically attaches a numerical index to each new anchor to make it a unique entity, using clear text names makes it easier for the user to keep track of the links pointing to a particular page.

To insert an anchor from the *Palette*, proceed as follows:

1 Drag the *Anchor* icon from the *Palette* and drop it in your document.

Inserting an Anchor
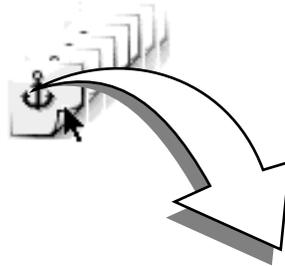
Drag the Anchor icon from the Palette onto your document window to insert an anchor.

2 In the *Name* text box of the *Anchor Inspector* window, type a unique name for the new anchor. This allows you to keep track of your links even when the page contains multiple anchors.

The Anchor Inspector

Type in a unique anchor name here.

Anchor Inspector
Name   Link to Baja
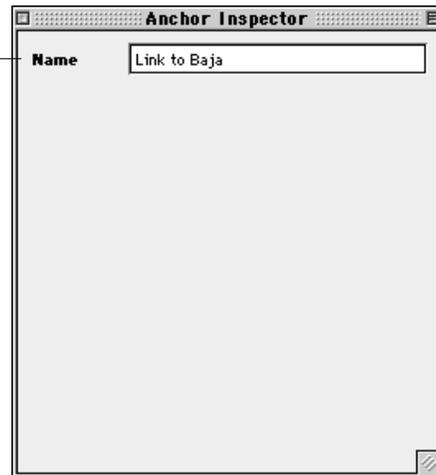
3 When you are finished naming the anchor, link it this way:

- Select the text or object you wish to link from.
- Go to the *Link Inspector* and *Point & Shoot* from there to the anchor.

Inspecting and Creating Hyperlinks with the Text Inspector

Adobe GoLive's *Text Inspector* lets you inspect the properties of, create, and name hyperlinks within text, including URLs and anchors.

The Link Tab of the Text Inspector

Type in a URL, click Browse to select a destination file, or use the Point & Shoot button to link to another page.

Type in a name for the link here.

Use this option to specify the target frame in the destination frame set.

This checkbox converts the path to the referenced object to an absolute path. This option is discussed in the section *Setting Up Adobe GoLive to Use Absolute Paths* on page 719 in Chapter 17, *Managing Web Sites with Adobe GoLive*.

To inspect a link, proceed as follows:

1   Select the link within the document window.

2   A URL, destination anchor, or URL and anchor combination appear in the *URL* text box. The title, if any, appears in the *Title* text box.

To create a link that points to the head of an HTML page, proceed as follows:

1   Select the link within the document window.

2   Click the *New Link button* in the Toolbar.

3   Return to the *Text Inspector* and type in the URL in the *URL* text box, click the *Browse* button to locate the destination file in the subsequent file selection dialog, or use *Point & Shoot*.

4   To unlink text you don't want to be part of the hyperlink, click the *Remove Link* button in the Toolbar.

Link Warnings

Because Adobe GoLive monitors the integrity of hyperlinks in a site, it can alert you to problems resulting from broken links.

Document Window with Link Warning

Broken links appear in a user-selectable alarm color—both in the document window and in the URL text box of the Text Inspector.
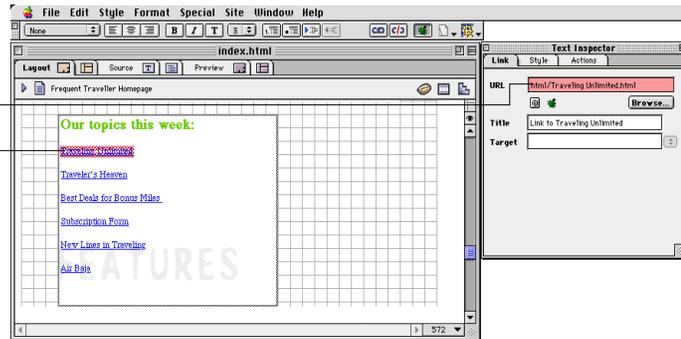
Locating Broken Links

If the *Link Warning* feature is enabled, broken links will be marked with a red border (images) or a red highlight (text)—both in the document and in the *URL* text box of the *Inspector*.

To enable the link warning feature, proceed as follows:

> Click the *Link Warning*s button ![icon] in the *Toolbar*.

Alternatively, you can go to the *Edit* menu and choose *Show Link Warnings* or press Command-Shift-L.

Tip: Be sure you are working with a *Site Window* in managing your Web site and links at all times!

Repairing Broken Links

To fix broken links, proceed as follows:

- **For images:** Select the image, open the *Image Inspector*, click the *Link* tab, locate the page that is no longer referenced, then fix the URL using *Point & Shoot*.
- **For hypertext:** Select the hypertext, open the *Text Inspector*, click the *Link* tab, locate the page that is no longer referenced, then fix the URL using *Point & Shoot*.

Note that "Empty References" occur when you select an image or piece of hypertext and click the *New Link* button ![icon] in the *Toolbar* but fail to define the destination URL.

Link Warning Preferences

You can set various display preferences for the *Link Warning* feature, including text color, background color, and box size.

The Preferences - General - Display Dialog Box

Use these options to set the color and box outline preferences for link warnings.
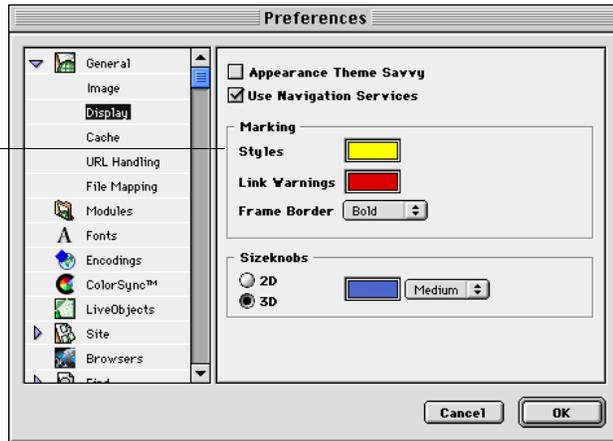
Set the following options in the *Preferences - General - Display* dialog:

• Drag a color from the *Color Palette* onto the *Styles* color field to select a custom color for CSS styles marked up using the *Layout View Controller.*

• Drag a color from the *Color Palette* onto the *Link Warnings* color field to select a custom background or outline color (red is default) for broken links.

• Choose an option from the *Frame Border* popup menu to set the size of the color box that marks link warnings in the text or around images.

Customizing Resize Handles

The *Sizeknobs* group of options controls the display attributes of the resize handles appearing when you select any of the HTML objects that Adobe GoLive supports. Display options include:

• The default *2D* option lets the resize handles appear as two-dimensional boxes.

• The *3D* option lets the resize handles appear as three-dimensional objects.

• The color field allows you to select a custom color from the Mac OS color picker.

• The size popup menu controls the size of the resize handles.

Comments

Adobe GoLive lets you insert hidden comments anywhere on your page, allowing you to add publishing information for future reference. You need a Web page editor, such as Adobe GoLive, to view comments.

To insert a comment from the *Palette*, proceed as follows:

1 Drag the *Comment* icon from the *Palette* and drop it in your document.

Inserting a Comment

Drag the Comment icon from the Palette onto your document window to insert a comment.

2 Type descriptive text in the context-sensitive *Inspector* window, now titled *Comment Inspector*.

The Comment Inspector

Type your comment in here.

This is a new tag inserted to ensure compatibility with upcoming Web browser versions.
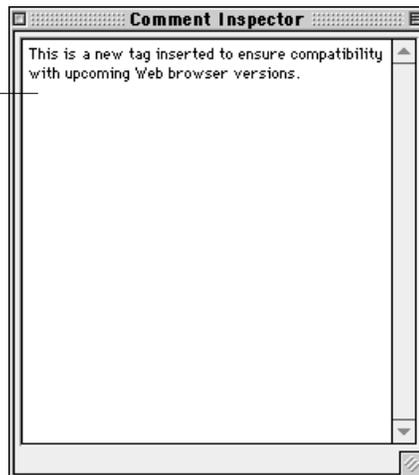
Line Breaks

For more convenience in text editing, you can insert line breaks via drag & drop from the *Palette* and configure them using a dedicated *Inspector*. When inserted in a simple HTML flow or layout text box, line breaks start a new line without placing a blank line of text between the two sections they separate. The line break attributes accessible via the *Inspector* control the way multiline text flows around an adjacent object.

You only need a line break to let text wrap before it reaches the right margin of the document window or layout text box.

Inserting a Line Break

Drag the Line Break icon from the Palette and drop it on the layout grid or document window.
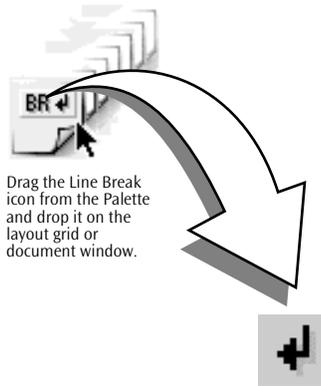
To insert a line break, proceed as follows:

1   Drag the *Line Break* icon from the *Palette*.

2   Drop it at the location where you want the line(s) to break.

Alternatively, you can insert a line break at the current insertion point by pressing Shift-Return.

The Line Break Inspector

Click this checkbox to activate the popup menu with line break options.

3   Select the line break symbol in the document window and click the *Clear* checkbox in the *Line Break Inspector*.

4 To adjust its behavior with respect to an adjacent object in an HTML flow, choose an option from the *Clear* popup menu:

- *All* moves the next line below the bottom of a right-aligned or left-aligned object spanning the current line.

- *Left* moves the next line below the bottom of a left-aligned object.

- *Right* moves the next line below the bottom of a right-aligned object.

Please note that the proper alignment of the floating object determines the way the *Clear* attribute works in an HTML text flow. The object must be right-aligned or left-aligned to produce an acceptable result.

The following example illustrates the effect of the line break options with a left-aligned and a right-aligned image:

Using Line Breaks to Control Text Flow

Left-aligned image, line breaks with "Clear Right" option selected.

Frequent Flyer has the most extensive and detailed reviews of frequent flyer bonus programs, covering North American as well as international programs. There're also an "Index to Frequent Flyer Program Ratings" and "Side by Side Rating Comparisons" that shows how each program measures up - score by score.

The image was inserted before the text.

Right-aligned image, line breaks with "Clear Left" option selected.

Frequent Flyer has the most extensive and detailed reviews of frequent flyer bonus programs, covering North American as well as international programs. There're also an "Index to Frequent Flyer Program Ratings" and "Side by Side Rating Comparisons" that shows how each program measures up - score by score.

Part 9 — Advanced Tags

Part 9 discusses some of the more advanced tags that require a good working knowledge of World Wide Web technology:

- The *JavaScript* section, starting on page 185, introduces Adobe GoLive's scripting capabilities for Web pages.
- The *Java Applets* section, starting on page 196, explains Adobe GoLive's interface for Java applets.
- The *Plugins* section, starting on page 202, explains Adobe GoLive's front end for plugin technology, such as Apple's Quick-Time plugin that lets Web browsers play back movies. This section also describes Adobe GoLive's custom interface for unknown plugins.
- The *Floating Boxes* section, starting on page 212, tells you how to use stackable floating boxes, a new document formatting tool available with HTML 4.0 and Cascading Style Sheets technology.

JavaScript

Adobe GoLive's built-in support for Netscape's JavaScript scripting language and Microsoft's JScript derivative allows users with experience in scripting to add interactivity to their Web pages, verify form input, enhance their visual displays, and dynamically control the browser. Interactive features of JavaScript include, scrolling title bars, flashing buttons, and hit counters.

Adobe GoLive comes with an integrated *Script Editor* that lets you build scripts directly within the application, embed them in your page, and test them immediately by launching the targeted browser.

In addition, Adobe GoLive provides a complete inventory of script building blocks for all major JavaScript dialects and versions. Whenever you insert a script placeholder, the *Script Inspector* lets you choose the targeted application and configures the *Script Editor* accordingly. In connection with JavaScript's capability to identify browsers, this feature makes it easy for experienced programmers to build pages with multiplatform support.

Not all browsers implement JavaScript in the same way. Test all JavaScripts on all of your target browsers.

JavaScript Versus Java

As opposed to the Java programming language developed by Sun Microsystems, JavaScript is a scripting language. Java allows programmers to write small standalone applications that are translated to machine code. The server stores Java applets as separate binary files and serves them to the browser for running. JavaScripts are small fragments of text that are directly embedded in your HTML code. When the browser encounters a script in a Web page, it interprets the script commands and responds accordingly—for example, by prompting the user for input.

JavaScript Information Resources

Because a detailed discussion of JavaScript is beyond the scope of this manual, please refer to the information resources listed below to learn more about this universal scripting language for the Web.

For a complete introduction to JavaScript, we recommend the following book and its companion Web site:

Dori Smith and Tom Negrino: JavaScript for the World Wide Web, Visual Quickstart Guide, 2nd ed.; published by Peachpit Press

Companion site: *http://www.chalcedony.com/JavaScript/*

The following Web site provides the best on-line introduction to JavaScript:

http://www.cnet.com/Content/Builder/Programming/JavaScript/

Inserting JavaScript Placeholders

To insert a JavaScript placeholder, drag the "Java bean with Script" icon from the *Palette* onto your document window.

Inserting a JavaScript Placeholder
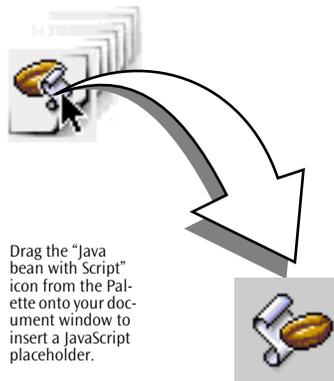
Drag the "Java bean with Script" icon from the Palette onto your document window to insert a JavaScript placeholder.

Inserting a JavaScript into the Head Section

To insert a JavaScript into the head section of the page, click the JavaScript button ◎ at the top of the document window. This brings up the JavaScript editor (see *The JavaScript Editor* on page 188).

Setting Up a JavaScript

The context-sensitive *Inspector* window, now titled *Body Script Inspector* or *Head Script Inspector,* enables you to select the desired JavaScript version or dialect by browser name and open the *Script Editor* window.

To set up a JavaScript, proceed as follows:

1 Select the *JavaScript* icon in the document window. This opens the *Body Script Inspector* in the *Inspector* window. If you click the JavaScript button ◎ at the top of the document window, the *HeadScript Inspector* is selected automatically if the *Inspector* window is open.

2 Type a *descriptive* name into the *Name* text box. This name will appear in the *Scripts* menu of the *JavaScript Editor*.

The Body Script Inspector

Use this text box to name the JavaScript.

Select a JavaScript "dialect" from this popup menu.

Type in the resource locator for an external script you wish to reference, click Browse to select one, or click the Point & Shoot button to link to one.

Click Edit to open the Script Editor and start scripting.
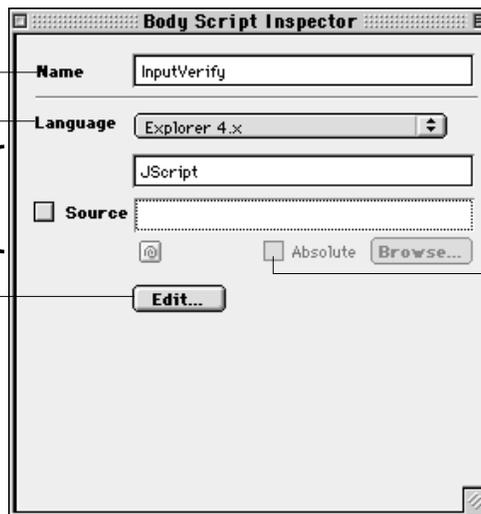
This checkbox converts the path to the referenced script file to an absolute path. This option is discussed in the section *Setting Up Adobe GoLive to Use Absolute Paths* on page 719 in Chapter 17, *Managing Web Sites with Adobe GoLive.*

3 Select a target browser from the *Language* popup menu to determine the JavaScript version or dialect:

- *Netscape 2.x* selects *JavaScript (the original JavaScript language).*
- *Netscape 3.x* selects *JavaScript 1.1.*
- *Communicator* selects *JavaScript 1.2.*

- *Explorer 3.x* selects *JScript.*

- *Explorer 4.x* also selects *JScript.*

4   The selected version or dialect appears in the text box below the *Language* popup menu.

5   You can either reference an existing script in your site or on your hard disk or build your own scripts.

- To reference an existing script, type in a resource locator for the script file you want to reference in the *Source* text box, click *Browse* to select a script, or click the *Point & Shoot* button to link to a script in the *Site Window*.

- To build your own script, type a name in the *Name* text box and click the *Edit* button to open the *Script Editor* window. The name you type in here will appear in the *Scripts* field of the JavaScript editor.

The JavaScript Editor

Here is the JavaScript *Script Editor* window that appears after clicking the *Edit* button in the *Body (or Head) Script Inspector.* The *JavaScript Editor* offers the typical functionality of Adobe GoLive's built-in text editors, such as syntax checking and highlighting, wrap control, line numbering, etc. For a detailed description of these functions please refer to page 532 in Chapter 13, *Using the Source Editor*.

The JavaScript Editor

These buttons let you control syntax checking, syntax highlighting, and text wrapping, turn line numbers on and off, as well as add and delete scripts.

The script code appears in the main window area.

This popup menu lists all existing scripts in the current Web page.
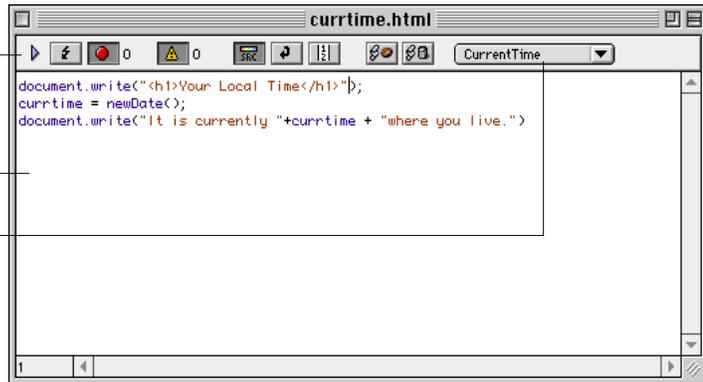
JavaScript Editor Buttons

The triangle control and the seven buttons provide convenient short-cuts for often-used commands:

Button	Function
▷	The triangle control opens and closes the error log section of the *JavaScript Editor* window. It opens automatically when the built-in syntax checker detects faulty script code.
𝒇	This button launches syntax checking, which highlights errors and incomplete script elements as it verifies the script line by line. For more details on syntax checking, please refer to the section *Syntax Checking* on page 533, in Chapter 13, *Using the Source Editor*.
● 0	When enabled, this button and the error counter next to it show the number of syntax errors in the script.
⚠ 0	When enabled, this button and the error counter next to it show the number of link warnings in the script.
SRC	This button toggles syntax highlighting on and off ("on" state shown). Settings made in the *Preferences* dialog box control the default appearance (see *Syntax Highlighting Preferences* on page 194).
↵	This button toggles the wrapping of the JavaScript code at the margin of the doc-ument window on and off
¹⁄₂	This button toggles the display of line numbers on and off.
𝒮❂	This button creates a script in the head section of the page, adding a new entry to the scripts menu.
𝒮🗑	This button deletes the script displayed in the scripts menu.

The JavaScript Inspector

The *JavaScript Editor (see page 188*) has a companion *JavaScript In-spector* that holds all the tools you need to write JavaScripts. This *In-spector* has three tabs:

The Script Tab

The *Script* tab of the *JavaScript Inspector* is the location where you name scripts, select a JavaScript dialect, and reference an external JavaScript file.

The Script Tab of the JavaScript Inspector

This list lets you navigate to the function declarations in the current script.
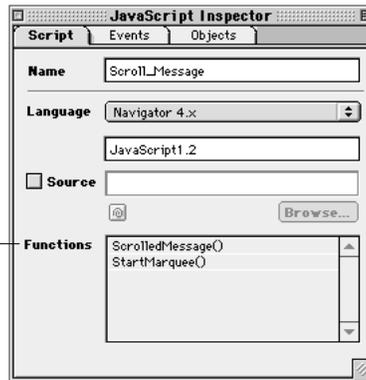
The *Functions* list box at the bottom of the tab is a navigation aid for complex scripts. It lists all function declarations existing in the current script. By clicking a declaration in the list box, you navigate directly to the location in the script where the function has been declared.

The Events Tab of the JavaScript Inspector

The *Events* tab of the *JavaScript Inspector* lists the objects that can have events attached and the events they support.

The Events Tab of the JavaScript Inspector

You can drag & drop to insert events into your script.
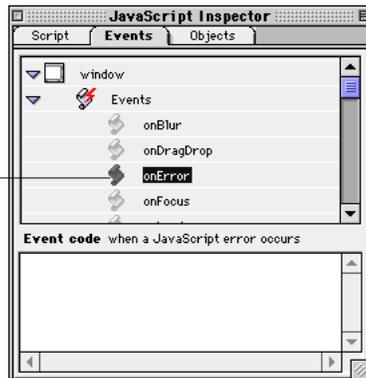
You can create event definitions by dragging items from the *Events* tab and dropping them onto the main window area of the *JavaScript Editor*.

The Objects Tab of the JavaScript Inspector

The *Objects* tab of the *JavaScript Inspector* holds the complete inventory of JavaScript objects and methods that are supported by the currently selected *JavaScript* dialog.

The Objects Tab of the JavaScript Inspector

You can drag & drop to insert objects into your script.
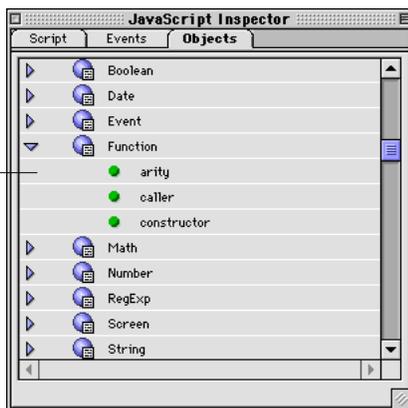
As is the case with events, you can also use drag & drop to insert objects into your script.

Adding Code to a JavaScript

To add the actual JavaScript code, proceed as follows:

1 Double-click the *JavaScript* icon in the document window or click the *Edit* button in the *Body Script Inspector* (or *Head Script Inspector* if the script is embedded in the head section) to open the *JavaScript Editor* - if it hasn't been opened already (see page 188).

2 For example, drag a default event from the *Events* tab of the *JavaScript Inspector (page 189)* onto the main window area of the *JavaScript Editor*.

3 Drag & drop to add a definition from the *Objects* tab and edit the function argument, or type in a definition. The newly defined function will appear in the *Functions* list in the *Script* tab of the *JavaScript Inspector*.

4 Close the *JavaScript Editor* window and save your work.

5 Click the *Browser Launcher* in the *Toolbar* (see page 563) to open the targeted browser for previewing and testing.

Please note that you cannot preview the effects of a JavaScript script in Adobe GoLive's *Preview* mode.

Basic JavaScript Examples

The following screenshots show a small example script and the resulting screen display that the browser produces.

Example Script

```
document.write("<h1>Your Local Time</h1>");
currtime = newDate();
document.write("It is currently "+currtime + "where you live.")
```

currtime.html   CurrentTime

Your Local Time

It is currently Sat Feb 21 16:14:03 1998 where you live.
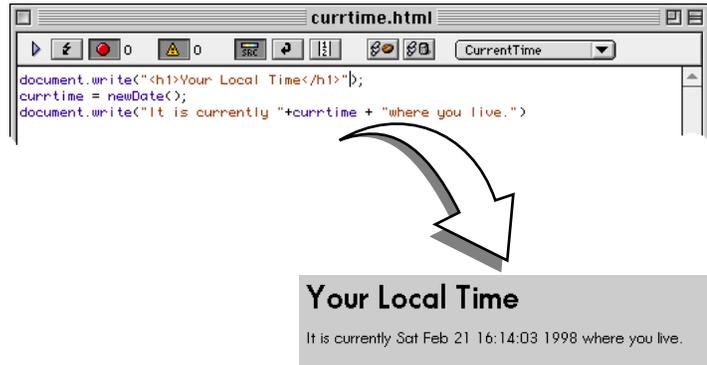
The example script is based on two basic methods:

- The *document.write()* method on the "Your Local Time" line writes an *H1-formatted* text string from the document to the screen of the browser.
- *currtime* defines a variable and sets its value to *newDate()*, which gets the long version of the current date from the visitor's operating system.
- The last line is again output to the browser's screen using a *document.write()* method, with the embedded *currtime* variable set to the current time and date.

Using Text Macros

Text macros are a power tool designed for regular users of the *JavaScript Editor.* They enable Web authors to automate the insertion of frequently used syntax elements, doing away with the need to hand-code (or copy and paste) lengthy strings of script code over and over again.

For a detailed description and instructions on using text macros, please refer to the section *Using Text Macros with Source Code Editors* on page 535 in Chapter 13, *Using the Source Editor*.

JavaScript Preferences

The *JavaScript, Colors, Font* and *Printing* tabs in the *Preferences - JavaScript* group of options let you customize various basic settings that influence the behavior, and appearance of the *Script Editor* and scripts displayed in *Source* mode.

To open the *JavaScript* group in the *Preferences* dialog box, proceed as follows:

1   Go to the *Edit* menu and choose *Preferences*.
2   Locate and click the *JavaScript* icon on the scrolling sidebar.
3   Click the triangle control to expand the *JavaScript* options.
4   Click the *JavaScript*, *Colors, Font*s, or *Printing* item to view the desired dialog box.

Setting General JavaScript Preferences

The settings made in the first-level *JavaScript* dialog box let you enable or disable drag & drop support and control the way JavaScript code appears in the main window area of the JavaScript editor.

The Preferences - JavaScript Dialog Box

Use this checkbox to toggle drag & drop on and off.

Use this checkbox to toggle the automatic indentation of lower-level elements on and off.

Use this checkbox to toggle the display of line numbers on and off.

Check this option to let the JavaScript code wrap at the margin of the script editor window.

Use this text box to specify the indentation (in characters) created by the tab key.

Click the JavaScript icon to open the JavaScript preferences.

Preview your settings here.
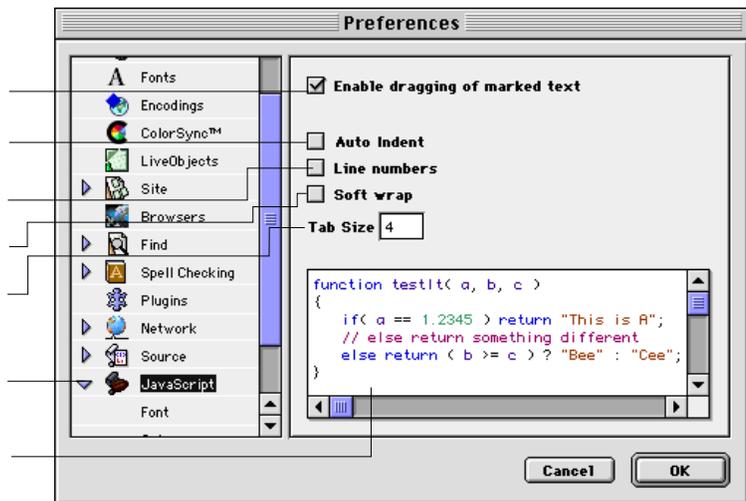
The *JavaScript* dialog box contains the following options:

• The *Enable dragging of marked text* checkbox toggles the internal drag & drop support on and off.
• The *Auto Indent* checkbox toggles the automatic indenting of lower level script elements on and off.

- The *Tab Size* text box sets the width of the indentation (in characters) added when you press the tab key.
- Selecting the *Line numbers* option displays line numbers at the left margin of the JavaScript editor window.
- Selecting the *Soft wrap* option lets the JavaScript code wrap in the *JavaScript Editor* window when it reaches the right margin of the window.
- The preview pane at the bottom of the dialog box lets you see the effect of your settings instantly.

Syntax Highlighting Preferences

The settings in the *Colors* dialog box control the way the individual JavaScript code elements appear in the JavaScript editor window when the user enables syntax highlighting.

Customizing Syntax Highlighting

Use this checkbox to turn syntax highlighting on and off.

Click any color field to assign a new screen color to the code element of your choice.
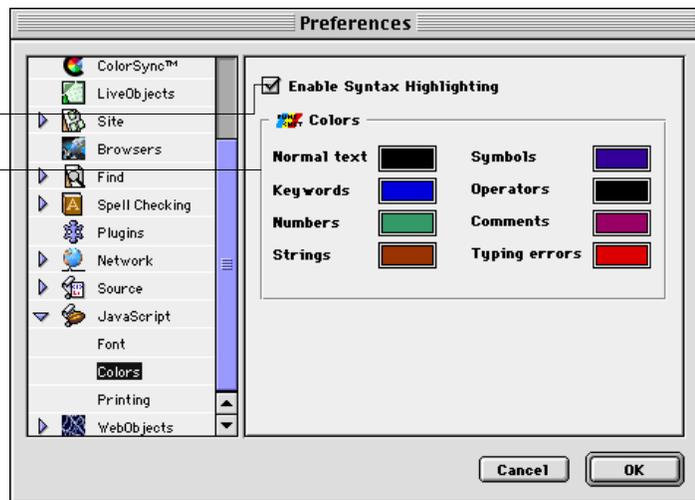
The *Colors* dialog box contains the following options:

- The *Enable Syntax Highlighting* checkbox toggles syntax highlighting on and off. This checkbox determines the default appearance of the code that the user sees when opening the JavaScript editor. Click the syntax highlighting on/off button to override it (see page 189).
- The color fields below the checkbox show the default colors used for syntax highlighting and let you select a custom color for a JavaScript code element of your choice. Clicking a field opens the Apple color wheel to let you pick a screen color.

Font Preferences

The *Font* dialog box controls the default font that displays JavaScript code in the editor window.

Selecting a Custom Font

Use these options to select a custom font and style for JavaScript code displayed in the editor window.

Preview your font preferences here.
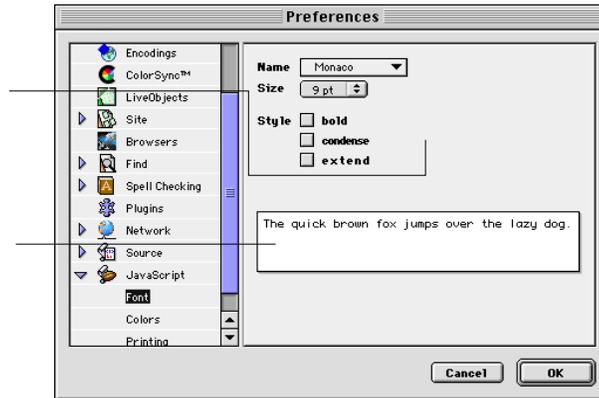
You can select a custom font, font size, and style for JavaScript code to override the default *Monaco 9 pt plain* setting.

Printing Preferences

The *Printing* dialog box controls the default formatting options used in hardcopy printouts of the JavaScript code.

Selecting Printing Options

Use these options to override the default settings for hardcopy printouts.

Use these options to select a custom font and style for JavaScript code printed in hardcopy.
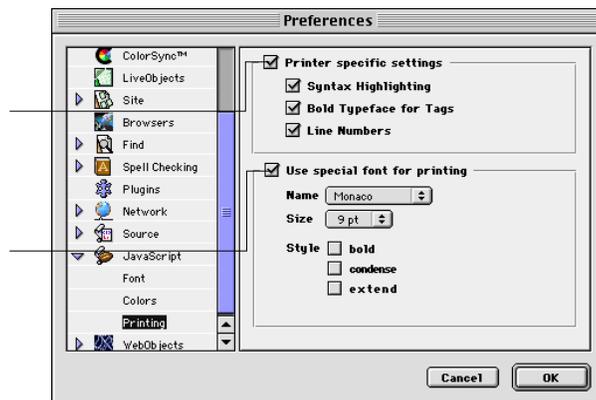
The *Printing* dialog box contains the following options:

• The *Printer specific settings* section lets you format the hardcopy printout by adding the color attributes used for syntax highlighting (only useful on a color printer), use bold typeface for HTML

tags to make them stand out, and add line numbers to make individual lines of code easier to refer to. If you don't use these options to override the default font styles, the printout will be formatted according to the screen display preferences.

- The *Use special font for printing* section lets you apply a custom font and style options to hardcopy printing.

Java Applets

Adobe GoLive lets you insert Java applets on a layout grid or into the flow of HTML code, so you can add animation or other advanced features to your page. Once you insert them, you can play Java applets from within Adobe GoLive. This eliminates the need to launch a browser for previewing.

Inserting a Java Applet Placeholder

To insert a Java applet placeholder, drag the "bean" Java applet icon from the *Palette* onto your layout grid or document window.

Inserting a Java Applet Placeholder

The applet name appears in the placeholder symbol to indicate that the applet is properly linked and ready to play.

The question mark symbol indicates that the placeholder has not been linked with an applet yet.

Drag the "Java bean " icon from the Palette onto your document window to insert a Java applet placeholder.
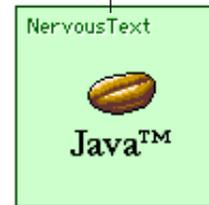
Selecting a Java Applet

The context-sensitive *Inspector* window, now titled *Java Applet Inspector*, lets you select and set up your Java applet.

To link the placeholder with a Java applet, proceed as follows:

1. Select the Java applet placeholder in the document window. This opens the *Basic* tab of the *Java Applet Inspector*.
2. Click the *Browse* button in the *Java Applet Inspector* window.

3   In the subsequent file selection dialog, locate the desired applet file by its *.class* extension and click OK. The name of the code base —that is, the file containing the applet code—appears in the *Code* field below the *Browse* button.

⚠ Please note that with some Java applet generator programs the *.class* extension isn't added properly to the CODE attribute. These applets work without any problems in the browser but they won't display in Adobe GoLive.

4   In the Java applet placeholder, the name of the applet should replace the question mark symbol (see preceding illustration).

For an alternative way of selecting applets, see page 200.

Setting Up a Java Applet

After linking the Java applet placeholder with an applet file and placing it at the desired location, you can resize it and proceed to adjust its display properties.

You can set up an applet using the options on the *Basic*, *Parameters,* and *Alternatives* tabs of the *Java Applet Inspector.*

The Basic Tab of the Java Applet Inspector

Click other tabs to view more options.

The location of the code base file appears here.

Click Browse to select a Java applet or the Point & Shoot button to link to one.

The file name of the code base appears here.

Use these options to adjust geometry.

Click here to name the applet.
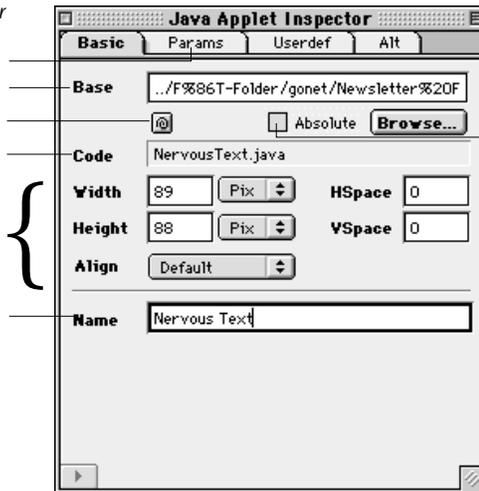
This checkbox converts the path to the referenced applet file to an absolute path. This option is discussed in the section *Setting Up Adobe GoLive to Use Absolute Paths* on page 719 in Chapter 17, *Managing Web Sites with Adobe GoLive.*

Resizing Applets

To adjust the size of the applet directly in the document window, proceed as follows:

1 In the document window, click to select the applet placeholder and display the sizing handles at the far right, lower right corner, and lower middle.

2 Click the right handle to resize the width, the lower middle handle to resize the height, or the one at the lower right corner to resize the width and height at the same time.

Resizing a Java Applet Placeholder
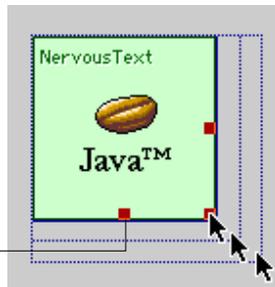
Click a handle and drag to resize.

Alternatively, you can adjust the size of the applet precisely using the *Java Applet Inspector*.

1 Place the cursor in the *Height* text box, enter the desired overall height in pixels, and press the Return key to confirm your entry.

- The *Pixel* option lets you enter the height precisely in pixels. (Because only the *Pixel* option is available, the popup menu next to the text is disabled.)

2 Place the cursor in the *Width* text box, enter the desired overall width in pixels, and press the Return key to confirm your entry.

- The *Pixel* option lets you enter the width precisely in pixels. (Because only the *Pixel* option is available, the popup menu next to the text is disabled.)

Adjusting Vertical and Horizontal Spacing

To adjust the vertical and horizontal spacing between the applet and surrounding text, proceed as follows:

1 In the *HSpace* text box, type in the horizontal spacing in pixels and press the Return key to confirm your entry.

2 In the *VSpace* text box, type in the vertical spacing in pixels and press the Return key to confirm your entry.

You can't use the vertical and horizontal spacing options to create extra space around an applet placed on a layout grid. To change the intermediate spacing between text and applets on a layout grid, you will have to click and drag the text frame or applet.

Adjusting Applet Alignment

To adjust the alignment of an applet that was directly inserted in the flow of HTML code and not placed on a layout grid, proceed as follows:

To align the applet relative to text on the same line, select an option from the *Alignment* popup menu:

- The *Default* option aligns the applet based on the alignment settings of the surrounding text.
- The *Top* option aligns surrounding text with the top of the applet.
- The *Middle* option horizontally centers the baseline of surrounding text with the applet.
- The *Bottom* option aligns the baseline of surrounding text with the bottom of the applet.
- The *Left* option aligns the applet to the left of the text.
- The *Right* option aligns the applet to the right of the text.
- The *Texttop* option aligns the applet with the top of the surrounding text.
- The *Absmiddle* option horizontally aligns the absolute center of surrounding text with the applet.
- The *Baseline* option aligns the applet with the baseline of the surrounding text.
- The *Absbottom* option aligns the absolute bottom of the surrounding text with the bottom of the applet.

You can't align an applet on a layout grid. To change the position on a layout grid, you can select and drag the text frame or applet.

Naming an Applet

To give the applet a name that identifies it as a unique object on your Web page, proceed as follows:

In the *Name* text box, type in a name not in use by any other object on your page and press the Return key to confirm your entry.

Inserting Java Applets via Point & Shoot

Alternatively, you can use Adobe GoLive's *Point & Shoot* feature to link a placeholder with the applet of your choice:

1 Click the *Point & Shoot* button in the *Java Applet Inspector*.

2 Drag to the desired applet in the *Site Window*.

Point & Shoot Linking with an Applet File in the Site Window
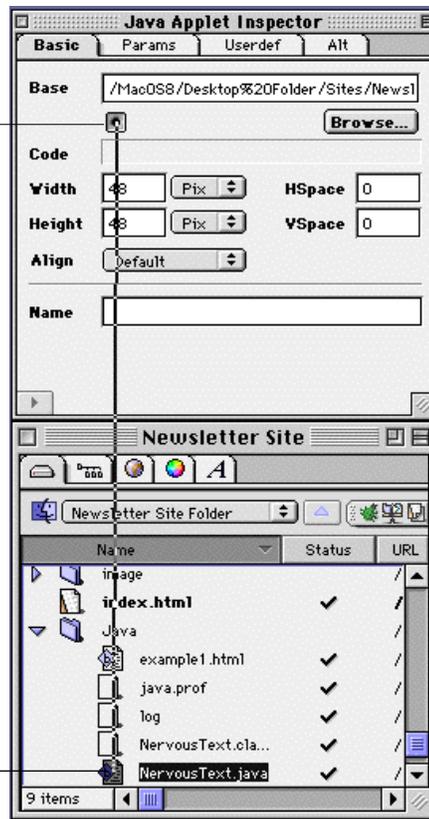
Click the Point & Shoot button…

… and drag to the desired applet in the Site Window.

Visual feedback indicates that *Point & Shoot* was successful.

• The interconnecting line blinks twice.

• The file name and directory path appear in the *Base* text box of the *Java Applet Inspector*.

⚠ You need to import your page and media files into the *Site Window* to use this feature, since you can only *Point & Shoot* at an icon in the *Site Window*. (For more details on site management, see Chapter 17, *Managing Web Sites with Adobe GoLive*.)

Using Java Applets as HTML Containers

Adobe GoLive lets you enter alternative text or HTML objects in the Java applet placeholder. The browser displays alternative text if the applet tag is understood but applet loading is disabled; the HTML appears when Java is not supported. By adding images or other HTML objects, you can edit or enrich the text or HTML content of the Java applet.

Java Applet Placeholder with Alternative HTML Content

Instead of the Java bean icon and applet name, this Java applet placeholder displays a warning message to the audience, enclosed in two HTML line tags.
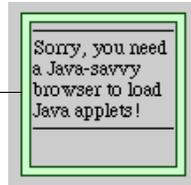
To display alternative text or HTML within the Java applet placeholder, proceed as follows:

1 Select the Java applet placeholder in the main document window to open the *Java Applet Inspector*.

2 In the *Java Applet Inspector*, click the *Alt* tab to enter alternative text.

Enabling Alternative Text Within the Java Applet Placeholder

Click here and type in a value for the alternative HTML.

Select this checkbox to activate the alternative text display within the Java applet placeholder.
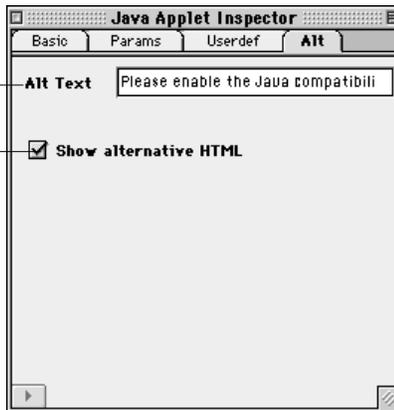
3 Check the *Show alternative HTML* checkbox to enable the display of alternative HTML in the Java applet placeholder.

4 In the *Alt Text* text field, type in a value for the alternative HTML.

5   Return to the main document window and insert the text or HTML you want the audience to see when their browsers don't support Java applets.

6   Drag & drop an icon from the *Palette* into the applet placeholder or place the cursor in the applet placeholder and double-click an icon in the *Palette*. You can display any valid HTML item in the applet placeholder—for example, text, images, or horizontal lines.

Plugins

Adobe GoLive supports a variety of plugins that enable browsers to play back multimedia over the Web, allowing you to place video and/ or audio clips on your page.

You can place any multimedia element that Netscape Navigator or Microsoft Internet Explorer support into your layout grid or flow of HTML code, including Apple's QuickTime, QuickTime VR Components, and Macromedia Flash and Shockwave plugins.

Within Adobe GoLive, you can preview supported media clips.

Inserting a Plugin Placeholder

To insert a plugin placeholder, drag the *Plugin* icon from the *Palette* onto your layout grid or document window.

Inserting a Plugin Placeholder

When the name of the media object appears in the place-holder symbol, this indicates that the media file is properly linked and ready to play.

The question mark symbol indicates that the placeholder has not been linked with a media file yet.

Drag the Plugin icon from the Palette onto your document window to insert a placeholder.

StopSign

Selecting a Media File

The context-sensitive *Inspector* window, now titled *Plugin Inspector*, lets you select and set up your multimedia object.

To link the placeholder with a media file, proceed as follows:

1   Select the plugin placeholder in the document window. This opens the *Basic* tab of the *Plugin Inspector*.

2   Click the *Browse* button in the *Plugin Inspector* window.

3   In the subsequent file selection dialog, locate the desired media file and click *OK*.

4   In the plugin placeholder, the name of the media file will replace the question mark symbol (see illustration above).

A special note on QuickTime movies: You can't use standard QuickTime movies as they come. You need to flatten them— that is, convert them to a "Web-compatible" sequential format.

To flatten a QuickTime movie for use on the Web, proceed as follows:

1   Load the movie with Apple's MoviePlayer.

2   Open the *Save as…* dialog box.

3   Check the Playable on non-Apple computers checkbox. (QT 2.5 only).

4   Save the movie under another name and append the *.mov* extension.

For more details, please browse Apple Computer's QuickTime Web page at *http://quicktime.apple.com*.

Setting Up a Plugin

After linking the plugin placeholder with a media file and placing it at the desired location, you can resize it and adjust its display properties.

You can set up a media file using the options on the *Basic*, *More, Attribs,* and *Special* tabs of the *Plugin Inspector*.

The Basic Tab of the Plugin Inspector

The location of the media file appears here.

Click Browse to select a media file or the Point & Shoot button to link to one.

Adobe GoLive automatically identifies the MIME type of the QuickTime movie.

The name of the media player application and download location appears here.

Use these options to adjust geometry.

Click here to align the media element.

Click here to play back the media file.

This checkbox converts the path to the referenced plugin media file to an absolute path. This option is discussed in the section *Setting Up Adobe GoLive to Use Absolute Paths* on page 719 in Chapter 17, *Managing Web Sites with Adobe GoLive*.

A warning on playing back plugins: Although Adobe has gone out of its way to test all third-party plugins and media extensions currently available, no warranty is granted, either implied or expressed, that plugins play properly when embedded in your Web pages. Be aware that poorly programmed plugins may produce crashes and even damage your files, so take all necessary precautions when testing.

Resizing Plugins

To adjust the size of the plugin directly in the document window, proceed as follows:

1   In the document window, click to select the plugin placeholder and display the sizing handles at the far right, lower right corner, and lower middle.

2   Click the right handle to resize the width, the lower middle handle to resize the height, or the one at the lower right corner to resize the width and height at the same time.

Resizing a Plugin Placeholder

Click a handle and drag to resize.
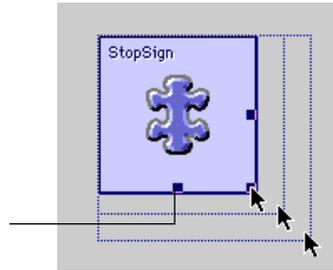
Alternatively, you can adjust the size of the plugin precisely using the *Plugin Inspector.*

1   Place the cursor in the *Height* text box, enter the desired overall height in pixels, and press the Return key to confirm your entry.

2   You can select a measurement option from the popup menu next to the *Height* text box:

-   The *Pixel* option lets you enter the height precisely in pixels. (Because only the *Pixel* option is available, the popup menu next to the text is disabled.)

3   Place the cursor in the *Width* text box, enter the desired overall width in pixels, and press the Return key to confirm your entry.

4   You can select a measurement option from the popup menu next to the *Width* text box:

-   The *Pixel* option lets you enter the height precisely in pixels. (Because only the *Pixel* option is available, the popup menu next to the text is disabled.)

Adjusting Vertical and Horizontal Spacing

To adjust the vertical and horizontal spacing between the plugin and surrounding text, proceed as follows:

1   In the *HSpace* text box, type in the horizontal spacing in pixels and press the Return key to confirm your entry.

2   In the *VSpace* text box, type in the vertical spacing in pixels and press the Return key to confirm your entry.

You can't use the vertical and horizontal spacing options to create extra space around a plugin placed on a layout grid. To change the intermediate spacing between text and plugins on a layout grid, you must click and drag the text frame or plugin.

Adjusting Plugin Alignment

To adjust the alignment of a plugin that was directly inserted in the flow of HTML code and not placed on a layout grid, proceed as follows:

To align the plugin relative to text on the same line, select an option from the *Alignment* popup menu:

- The *Default* option aligns the plugin based on the alignment settings of the surrounding text.

- The *Top* option aligns surrounding text with the top of the plugin.

- The *Middle* option horizontally centers the baseline of surrounding text with the plugin.

- The *Bottom* option aligns the baseline of surrounding text with the bottom of the plugin.

- The *Left* option aligns the plugin to the left of the text.

- The *Right* option aligns the plugin to the right of the text.

- The *Texttop* option aligns the plugin with the top of the surrounding text.

- The *Absmiddle* option horizontally aligns the absolute center of surrounding text with the plugin.

- The *Baseline* option aligns the plugin with the baseline of the surrounding text.

- The *Absbottom* option aligns the absolute bottom of the surrounding text with the bottom of the plugin.

You can't align a plugin on a layout grid. To change the position on a layout grid, you can select and drag the text frame or plugin.

Naming a Plugin

To give the plugin a name that identifies it as a unique object on your Web page, proceed as follows:

In the *Name* text box, type in a name not in use by any other object on your page. Press the Return key to confirm your entry.

Editing Plugin Attributes

The *Attribs* tab of the *Plugin Inspector* allows you to add, edit, and delete plugin attributes manually. You can use this tab to edit the attributes of media extensions that Adobe GoLive does not directly support.

The Attribs Tab of the Plugin Inspector

View the attributes in the list box.

To edit the attributes of your plugin manually, proceed as follows:

1 Click the *New* button to add a new attribute. (This activates the text boxes below the list box.)

2 Enter an attribute name in the left text box and press the Return key to confirm your entry. The attribute name will appear in the *Attribute* column of the list box.

3 Enter an attribute value in the right text box and press the Return key to confirm your entry. The attribute value will appear in the *Value* column of the list box.

4 To delete an attribute, select the desired entry from the list box and click the *Delete* button.

Alternatively, the *Special* tab of the *Plugin Inspector* automatically changes its name and content to let you edit the attributes of plugins that Adobe GoLive supports—for example, QuickTime movies.

The Special Tab of the Plugin Inspector

Check this option to show playback controls.

Check this option to enable caching.

Check this option to play the movie automatically.

Use these options to play the movie in an endless loop. (Palindrome plays back and forth.)

Check this option to play all frames of the movie.

Use these options to reference a plugin file.

Select _self to let the poster appear in the movie window.
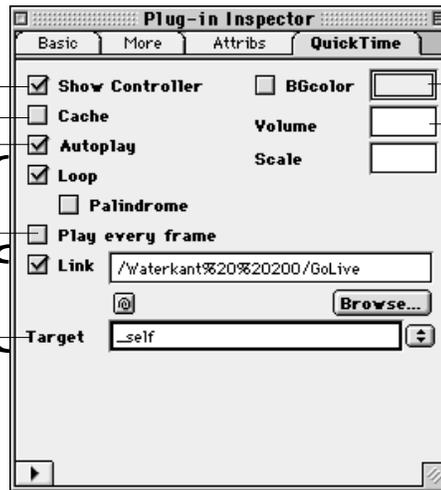
Use this option to specify background color.

Use this option to specify an audio volume.

To select the attributes for a plugin that Adobe GoLive supports (example shows QuickTime movie), proceed as follows:

1   Check or uncheck the *Show Controller* checkbox to have the browser show or hide the playback controls, such as the *Play*, *Stop,* and *Rewind* buttons.

2   Check the *Cache* checkbox to enable caching through the browser when playing back the media item.

3   Check the *Autoplay* checkbox to let the browser automatically play back the media item on opening the page.

4   Check the *Loop* checkbox to have the browser play the media item in an endless loop.

5   Check the *Palindrome* checkbox to have the browser play the media item back and forth in an endless loop.

6   Check the *Play every frame* checkbox to have the browser play the media item without omitting any frames.

7   Check the *Link* checkbox and type in a resource locator for a poster you want to display as an image in the current movie window. Click *Browse*, or use the *Point & Shoot* button to link to a resource in the *Site Window*.

When using the *Link* checkbox, select the *self* option to ensure that the poster appears in the movie window.

If desired, type in a target frame in the destination frame set or select one from the popup menu.

Plugin Preferences

The *Plugins* options in the *Preferences* dialog box let you assign media file types to the plugins currently installed in the *Plugins* folder within your Adobe GoLive program folder. This assignment enables Adobe GoLive to play back media files using the appropriate resources.

Setting Plugin Preferences

Click this icon to view the Plugins preferences.

The program selects a suitable plugin from this popup menu.

Click here to remove the selected media file to plugin assignment.

Click New to create a new media file to plugin assignment.
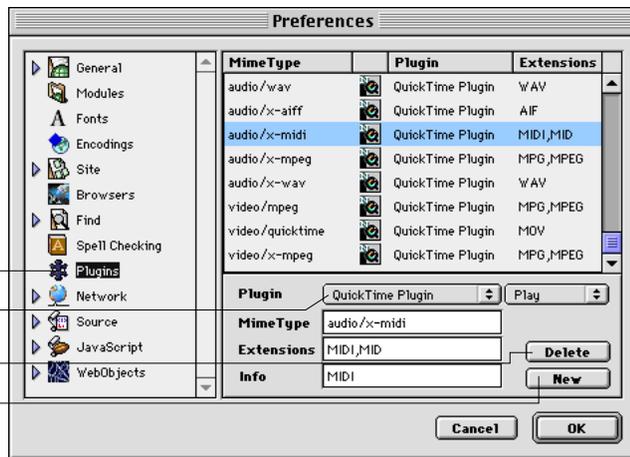
To assign a new media file type to a plugin, proceed as follows:

1 Click *New*.

2 Place the cursor in the text box below the *Mime Type* column and type a media category and a valid MIME type (Multipurpose Internet Mail Extension—a file type identifier for files sent across the Internet).

3 When Adobe GoLive has the appropriate plugin, it recognizes the MIME type and assigns the proper plugin and file extension automatically.

If there is no equivalent plugin and the MIME type is not identified, type in the extension as well. Adobe GoLive will allow you to embed this type of media file, but you won't be able to play it back in the *Reference Inspector*.

Custom Interfaces for Unknown Plugins

Adobe GoLive features a customizable interface for unknown media items that enables Web masters and HTML programmers to set up new plugins and Java applets without having to use an external helper application.

Support for unknown plugins is ensured by Adobe GoLive's ability to write custom plugin definition files and automatically access them whenever a new instance of that plugin is created. Once you configure unknown media items, you can select them in the main document window and inspect them using the *Plugin Inspector* or *Applet Inspector*, complete with their attributes and default values.

To define an unknown plugin or Java applet, proceed as follows:

1   In *Layout* mode, drag an *Unknown (Start) Tag* from the *Palette* and drop it on your layout grid or document window.

Inserting an Unknown Tag
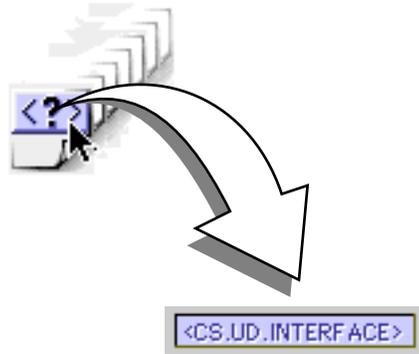
2   In the *Tag Inspector*, type in *CS.UD.INTERFACE* in the *Tagname* text box and press the Return key to initialize the plugin definition mode.

3   Switch from *Layout* to *Source* mode, then back to *Layout*.

4   An attribute box now appears in the *Layout* window, and the *Userdef Inspector* appears in the *Inspector* window.

5   In the *Userdef Inspector*, you can set up the plugin by choosing the appropriate attribute definitions.

6   First, from the *Type* popup menu, choose the type of the attribute to be defined. This menu offers five options:

-   *Text* lets you define an attribute with any desired text content, such as *HEIGHT=100*.

-   *Link* lets you define a hyperlink attribute.

-   *Boolean* lets you define an attribute with two logical states, such as *PLAY = YES/NO*.
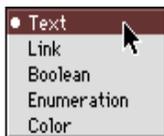
- *Enumeration* enables you to define an enumeration—for example, a selection with multiple options, such as *ALIGN = Default,Top,Middle,Bottom,* and so on.
- *Color* lets you define a color attribute—COLOR="#00BFFF"", for example.

The Userdef Inspector

7 Select the *Required* checkbox if you are defining a new attribute that the targeted browser needs in order to display the plugin, or leave it deselected if it is an optional attribute.

8 Type the name in the *Name* text box.

9 Type a name in the *Vis. Name* text box. This name will appear in the document window to identify the attribute box.

10 Type the title in the *Title* text box.

11 Type an initial value in the *Init Value* text box. Adobe GoLive will set the attribute to this value whenever generating a new instance of the plugin.

12 For an *Enumeration* attribute with multiple options, type in a list of options in the *Values* text box, using commas as separators. (Don't use any intermediate spaces!) Example: *ALIGN = Default,Top,Middle,Bottom.*

If the enumeration consists of Boolean items, you must enter the TRUE value first. Example: *yes,no.*

13 Type in one or more descriptive labels in the *Labels* text box, using commas as separators. Don't use any intermediate spaces,

unless you enclose the list in straight quotes. Example: "/ *black", "blue", "red".*

14 In the *Help Text* text box, type in a descriptive text.

15 When you finish defining the first attribute, Option-drag the attribute box to copy it, then repeat steps 6 through 14 as required.

16 Continue repeating attribute definitions until you have covered all necessary attributes.

17 Save the definition file, using the same file name as for the plugin or Java class, but append *.chasm* instead of the standard file name extension.

You can save the definition file in three locations:

- in the same folder as the unknown plugin media file or Java class

- in the *Modules* subfolder in the Adobe GoLive program folder

- in the *Plugins* subfolder in the Adobe GoLive program folder

18 Insert a plugin or applet placeholder and link it with the media file or applet you have defined.

19 Adobe GoLive will now display the newly defined attributes in the *Userdef* tab of the *Plugin Inspector* or *Java Applet Inspector*.

Floating Boxes

Floating boxes let you structure your page into rectangular divisions that you can format individually, fill with HTML content, and stack. The boxes can be opaque or transparent to let objects in the background shine through. They are based on the DIV tag, which has been around since the advent of HTML 3.2 but only hesitantly adopted by Web authors because of its limited scope. The upcoming HTML 4.0 standard, however, will substantially enhance the DIV tag's functionality, allowing it to be absolutely positioned, and stacked to accept a background image or background color. The DIV tag is also a core element of Dynamic HTML (see Chapter 5) and a major building block for absolute positioning with Cascading Style Sheets (see Chapter 6).

A Page Head Built with Floating Boxes

The dark box has a background image and contains an animated GIF.

These are transparent boxes with colored text, stacked on top of the boxes below.

This box has a yellow background and contains normal HTML text.

The example above shows four floating boxes with different formatting and content. The dark box to the left has a "starry night" background image and contains an animated GIF image showing a spinning globe. Placed on top of that box is a transparent floating box with colored text. The bright box to the right butts against the dark box with the spinning globe. Its background color is set to yellow, and it contains a first-level header (H1). Stacked on top of that box is another text box with text in a different color.

To display without flaws, floating boxes require a member of the 4.0 generation of Web browsers. With increasing market penetration of the new Netscape Communicator/Navigator and Microsoft Internet Explorer products, however, chances are that floating boxes will soon supplant HTML tables as a page layout tool. To make sure that you don't exclude the greater part of your audience still using older browsers, we recommend that you check with browser usage statistics sources on the Web to see if using floating boxes is wise.

Stacking-Related Issues

There are a few things you need to know before using floating boxes:

- *Stacking capability:* The layering of elements is one of the most prominent features of floating boxes. Floating boxes can overlap or even be placed on top of each other. The stacking order is controlled by an attribute referred to as the *z-index* ("z" stems from the z-axis in a three-dimensional coordinate system), which is a simple numeral. Elements with a higher z-index display on top of elements with a lower z-index. For example, an element having a z-index of 2 will appear to float above another element with a z-index of 1. An example of stacked boxes appears on the preceding page.

By default, floating boxes are superimposed on the normal flow of HTML and Adobe GoLive's layout grid.

• As an independent division within the page, a floating box accepts any other HTML tag–for example, an image or simple HTML text with formatting. It can also have the same background image and color properties as an HTML page.

The following sections provide instructions for using floating boxes.

Inserting a Floating Box

To insert a floating box, proceed as follows:

1 In *Layout* mode, drag the *Floatbox* icon from the *Palette* and drop it anywhere in your document window or double-click the *Floatbox* icon in the *Palette*.

Inserting a Floating Box
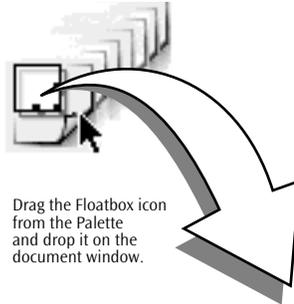
Drag the Floatbox icon from the Palette and drop it on the document window.

This small yellow icon is the marker of the floating box. When you change the position of the box, it remains at the original point of insertion.

Resize handles let you click and drag to change the size of the floating box.
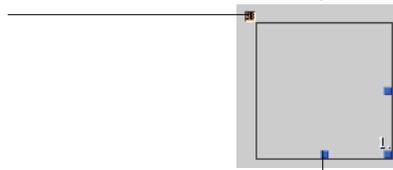
2 Note the small yellow icon labeled "SB" in the upper left corner of the floating box. This is the floating box marker. When you change the position of the box, it remains at the original point of insertion. You can click this icon to select the floating box unless there is another floating box on top of it.

Setting Up the Floating Box

To set up the floating box in the context-sensitive *Inspector* window, now titled *Floating Box Inspector*, proceed as follows:

1 Click the border of the floating box. Resize handles will indicate that the box is selected.

The Floating Box Inspector

Use this text box to name the floating box.

Use these options to position the box with pixel-level precision.

Use these options to resize the box with pixel-level precision.

Use these options to activate background attributes. Click the color field to open the Color Palette and select a color, or select an image using the Point & Shoot or Browse buttons.

The Animation options are described in more detail in Chapter 5, *Dynamic HTML*.
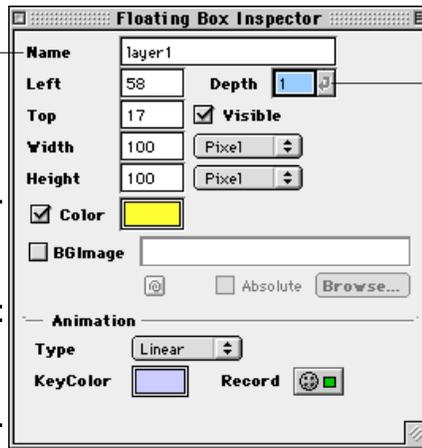
Use this text box to enter a z-index and control the stacking order.

Floating Box Inspector

Name	layer1
Left 58	**Depth** 1
Top 17	☑ **Visible**
Width 100	Pixel
Height 100	Pixel

☑ **Color** ▢

☐ **BGImage** ▭

☐ Absolute Browse...

— **Animation** —

Type Linear

KeyColor ▢ **Record** ◉▢

2   To precisely position the floating box on the page, enter the desired coordinates (in pixels from the upper left corner of the document window) in the *Left* and *Top* text boxes.

Alternatively, you can click the border of the floating box and drag it to a new location.

3   To resize the floating box, enter the desired size in the *Width* and *Height* text boxes.

Alternatively, you can click any resize handle and drag.

4   If you plan to add more overlapping boxes, enter the z-index of the floating box in the *Depth* text box now. Use the z-index "1" for the lowest box, "2" for the next box in the stack, and so on.

⚠ Assign z-indices whenever you place overlapping floating boxes on the same page to avoid problems when the browser tries to display them.

Stacked Boxes and Their Z-Indices

The lowest box has a z-index of 1.

The box in the middle has a z-index of 2.

The box at the top has a z-index of 3.
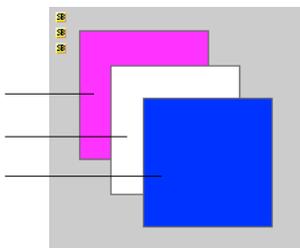
5   Select a background color from the *Color Palette* (see *Chapter 11, The Color Palette*, starting on page 499, for reference). This will check the *Color* checkbox automatically.

Alternatively, you can select a background image by clicking the *Browse* button and picking an image in the subsequent file selection dialog or clicking at the *Point & Shoot* button and dragging to an image file in the *Site Window* (for more detail on the *Point & Shoot* button, see *Point & Shoot Insertion of Links and Anchors* on page 176).

Filling a Floating Box with Content

Floating boxes accept any valid HTML element, including text, images, rules, and any other basic or advanced tags from the *Palette*. You can also format text and assign attributes in the usual way.

To add text to a floating box, proceed as follows:

1 Click the area of the floating box. The background of the box turns white (if you have not selected a background color or image), and the blinking text cursor appears.

2 Start typing.

3 Select text and apply the desired formatting using the buttons in the *Text Toolbar* or text formatting commands from the *Style* and *Format* menus (see page 123 for reference).

To add HTML tags to a floating box, proceed as follows:

1 Drag any icon from the *Basic Tags, Forms, Custom,* or other tab of the *Palette* and drop it on the floating box.

Alternatively, click the area of the floating box to place the text cursor and double-click the desired item in the *Palette*.

2 Set up the tag as desired–for example, by *Point & Shoot* linking an image placeholder with an image file in the *Site Window (see Point & Shoot on page 158)*.

Note: Netscape Navigator (up to at least version 4.05) and Internet Explorer (up to at least version 4.01) may have problems with Floating Boxes that contain Tables or Layout Grids.

Part 10— Internet Explorer-Specific Tags

Part 10 provides instructions for using tags that display content only when viewed with Microsoft Internet Explorer:

- The section *ActiveX Controls* describes how to embed ActiveX Controls, a technology developed by Microsoft Corp. for creating interactive Web pages.
- The section *Scrolling Marquee*, starting on page 224, explains how you can insert and set up a scrolling marquee, another feature that only Internet Explorer supports.

Internet Explorer Objects in the Palette

The *Palette* contains two Internet Explorer-specific objects that appear in the *Basic Tags* tab:

- ActiveX Control
- Scrolling Marquee

The IE Objects in the Basic Tags Tab of the Palette

ActiveX Controls

Adobe GoLive lets you insert and set up ActiveX controls when the *IE Module* is installed in the *Modules* folder within the Adobe GoLive program folder. ActiveX is Microsoft's proprietary technology for creating interactive Web pages and a subset of OLE (Object Linking and Embedding). It brings OLE-style interaction to the Web.

Inserting an ActiveX Control

Drag the ActiveX icon from the Palette and drop it on the layout grid or document window.
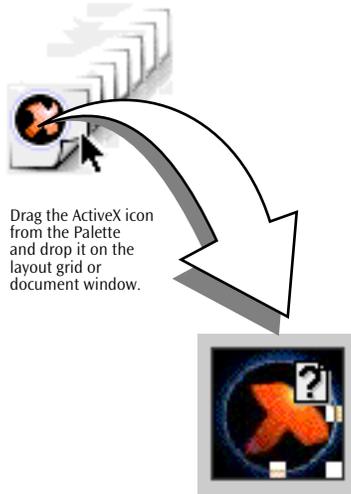
Unlike Java applets, ActiveX controls are not platform-independent. Currently, they are mainly supported by Microsoft Windows environments. You cannot play them back in Adobe GoLive—either in *Preview* mode or in the *Content* tab of the *File Inspector*. We recommend that you consult Microsoft's Web site for more detailed information on ActiveX technology.

To insert an ActiveX control, proceed as follows:

1 Drag the *ActiveX* icon from the *Palette*.

2 Drop the placeholder on a layout grid or in the document window.

Selecting an ActiveX Control

The context-sensitive *Inspector* window, now titled *ActiveX Inspector*, lets you select and set up your ActiveX control.

To link the placeholder with an ActiveX control, proceed as follows:

1 Select the ActiveX placeholder in the document window. This opens the *Basic* tab of the *ActiveX Inspector*.

2 Click the *Browse* button in the *ActiveX Inspector* window.

3   In the following file selection dialog, locate the desired code base
     file and click *OK*. The file name of the code base, that is, the file
     containing the ActiveX code to be executed at runtime, appears
     in the *Base* field at the top of the *Basic* tab.

Alternatively, you can select an ActiveX code base file by click-
ing at the *Point & Shoot* button and dragging at a file in the *Site
Window*. This requires that you import the ActiveX resource into
the *Site Window* (see *Creating a Site by Importing Pages
and Resources* on page 624).

Drag & drop: You can drag an ActiveX component from the
Finder and drop it on the placeholder to import it.

Typing the file name and directory path in the *Base* text field
and pressing the Return key is another possibility.

4   In the ActiveX control placeholder, the question mark symbol
     should disappear now.

After linking the ActiveX Control placeholder with a code base file
and placing it at the desired location, you can set up the ActiveX con-
trol using the options on the *Basic*, *Special*, and *Attributes* tabs of the
ActiveX Inspector. You can resize it and adjust its display properties
and application-specific parameters.

The Basic Tab of the ActiveX Inspector

Click this tab to view the basic options for the Ac-
tiveX control.

Click here and type in the name of the ActiveX
code base file, click Browse to select a file, or click
"@" to Point & Shoot.

Use these options to control the geometry of the
ActiveX element.

Click here and type in a descriptive name.
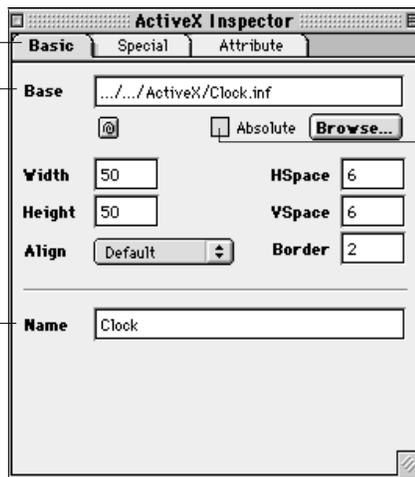
This checkbox converts the path
to the referenced ActiveX control
to an absolute path. This option
is discussed in the section *Set-
ting Up Adobe GoLive to Use
Absolute Paths* on page 719 in
Chapter 17, *Managing Web Sites
with Adobe GoLive*.

Adjusting Display Options for ActiveX Controls

To resize an ActiveX control directly in the document window, proceed as follows:

1 Click to select the placeholder and display the sizing handles at the far right, lower right corner, and lower middle.

2 Click the right handle to resize the width, the lower middle handle to resize the height, or the one at the lower right corner to resize the width and height simultaneously.

To view the ActiveX component icon while resizing, Control-click the handle of your choice and drag.

To resize the ActiveX component proportionally, Shift-click the handle at the lower right corner and drag.

Resizing an ActiveX Placeholder

Click a handle and drag to resize.
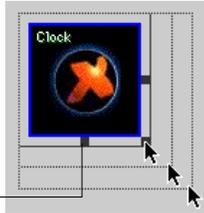
Alternatively, you can adjust the size of the ActiveX control precisely and set other display options using the *ActiveX Inspector*:

1 Click to place the cursor in the *Width* text box, enter the desired overall width in pixels, and press the Return key to confirm your entry.

- The *Pixel* option lets you enter the width precisely in pixels.

- The *Percent* option is disabled for ActiveX controls.

2 Click to place the cursor in the *Height* text box, enter the desired overall height in pixels, and press the Return key to confirm your entry.

- The *Pixel* option lets you enter the height precisely in pixels.

- The *Percent* option is disabled for ActiveX controls.

3 In the *HSpace* text box, type in the horizontal spacing in pixels and press the Return key to confirm your entry.

4 In the *VSpace* text box, type in the vertical spacing in pixels and press the Return key to confirm your entry.

5 To align text on the same line relative to the ActiveX control, select an option from the *Align* popup menu:

- The *Default* option aligns the ActiveX control based on the alignment settings of the surrounding text.
- The *Top* option aligns surrounding text with the top of the ActiveX control.
- The *Middle* option horizontally centers the baseline of surrounding text with the ActiveX control.
- The *Bottom* option aligns the baseline of surrounding text with the bottom of the ActiveX control.
- The *Left* option aligns the ActiveX control to the left of the text.
- The *Right* option aligns the ActiveX control to the right of the text.
- The *Texttop* option aligns the ActiveX control with the top of the surrounding text.
- The *Absmiddle* option horizontally aligns the absolute center of surrounding text with the ActiveX control.
- The *Baseline* option aligns the ActiveX control with the baseline of the surrounding text.
- The *Absbottom* option aligns the absolute bottom of the surrounding text with the bottom of the placeholder.

6   In the *Border* text box, type the desired width of the border in pixels and press the Return key to confirm your entry. A colored border will surround the ActiveX placeholder.

7   To give the ActiveX control a name that identifies it as a unique object on your Web page, type a descriptive name in the *Name* text box and press the Return key to confirm your entry. The name will appear in the ActiveX placeholder now.

Setting Special Properties

The *Special* tab of the *ActiveX Inspector* lets you edit various ActiveX-specific properties, such as resource locations and link type.

The Special Tab of the ActiveX Inspector

Click this tab to view the special options for the ActiveX control.

Click here and type in a resource for the ActiveX control.

Click here to specify the way the data is handed over to the target.

Click here and type in the target for data sent by the ActiveX control.

Click here and type in a status message.
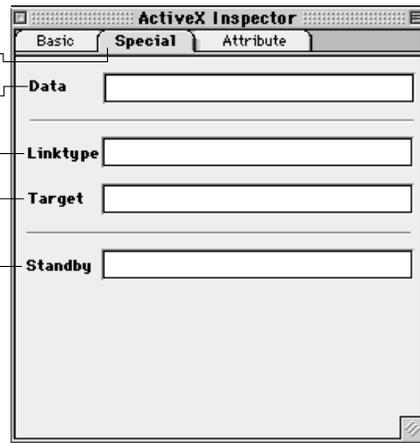
To edit the attributes of the ActiveX control, proceed as follows:

1 Place the cursor in the *Data* text field and type in a resource locator for a data file (or any other valid reference) that must be accessible to the ActiveX control at runtime.

2 Put the cursor in the *LinkType* text field and specify the link you want the ActiveX control to use when handing over data to its target.

3 Place the cursor in the *Target* text field and indicate the application or other entity you want to receive data from the ActiveX control.

4 Place the cursor in the *Standby* text field and type in a status message you want displayed while the ActiveX control is loading.

Setting ActiveX Control Attributes

The *Attribute* tab of the *ActiveX Inspector* lets you enter and edit ActiveX-specific attributes to ensure compatibility with future releases of Microsoft's scripting tool for the Web.

The Attribute Tab of the ActiveX Inspector

Click this tab to view the attributes of the ActiveX control.

View the attributes in the list box.

Use these buttons to create, delete, duplicate, and edit attributes.

To edit the attributes of your ActiveX control, proceed as follows:

1 Click the *New* button to add a new attribute. (This activates the text boxes below the list box.)

2 Enter an attribute name in the left text box and press the Return key to confirm your entry. The attribute name will appear in the *Attribute* column of the list box.

3 Enter a default attribute value in the right text box and press the Return key to confirm your entry. The attribute value will appear in the *Value* column of the list box.

Alternatively, you can also select an existing attribute from the list box, click the *Duplicate* button, and edit the attribute name and value text fields.

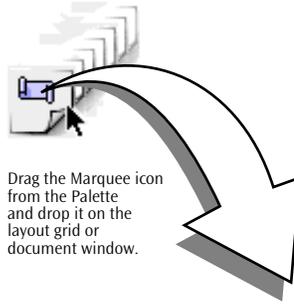4 To delete an attribute, select the desired entry from the list box and click the *Delete* button.

Please note that ActiveX is a Microsoft Internet Explorer extension. It will not display properly with other browsers.

Scrolling Marquee

The *Marquee* tag lets you place a scrolling message on your Web page when the *IE Module* is installed in the *Modules* folder within the Adobe GoLive program folder. You can select the scrolling behavior in a dedicated *Marquee Inspector* window.

Inserting a Marquee

Drag the Marquee icon from the Palette and drop it on the layout grid or document window.

Welcome to Travel EZ, the #1 newsletter for frequent flyers!

To insert a scrolling marquee, proceed as follows:

1. Drag the *Marquee* icon from the *Palette*.

2. Drop the marquee on a layout grid or in the document window.

Adjusting Display Options for Scrolling Marquees

To set the display properties of the scrolling marquee, proceed as follows:

1. Select the marquee in the document window to open the *Marquee Inspector*.

2. Place the cursor in the *Width* text field, type in the desired width, and press the Return key to confirm your entry.

The Basic Tab of the Marquee Inspector

Click this tab to view the special options for the scrolling marquee.

Use these options to adjust the geometry and general display properties of the scrolling marquee.

Click here to enter the message text.
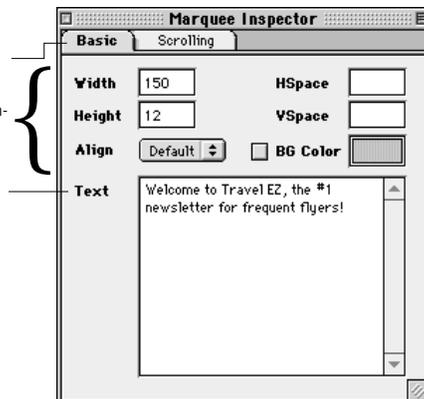
3 Place the cursor in the *Height* text field, type in the desired height, and press the Return key to confirm your entry.

4 Place the cursor in the *HSpace* text field, type in the desired horizontal spacing, and press the Return key to confirm your entry.

5 Place the cursor in the *VSpace* text field, type in the desired vertical spacing, and press the Return key to confirm your entry.

6 If your marquee is inserted into a HTML text flow, select an alignment option from the *Align* popup menu. This option controls the vertical position of surrounding text relative to the marquee box:

- The *Default* option aligns the marquee based on the alignment settings of the surrounding text.

- *Top* aligns surrounding text with the top of the marquee box.

- *Middle* centers surrounding text relative to the marquee box.

- *Bottom* aligns surrounding text with the bottom of the marquee box.

7 To assign a background color to the scrolling marquee, drag a color from the *Color Palette* or *Site Colors* tab of the *Site Window* onto the *BG Color* field.

8 Place the cursor in the *Text* field, type in the desired text message, and press the Return key to confirm your entry.

To set the properties of the scrolling message, proceed as follows:

1 Click the *Scrolling* tab to view scrolling options.

2 Select an option from the *Behavior* popup menu. This option controls the way the message moves across the marquee box:

- *Scroll* causes the message to scroll endlessly.

- *Slide* moves the message into the marquee box and keeps it on screen.

- *Alternate* makes the message move into the marquee box and bounce back and forth between its edges.

3 If you want the message to scroll endlessly, leave the *Forever* checkbox selected. Alternatively, place the cursor in the *Loops* text field and type in the number of repetitions, if desired. Pressing the Return key confirms your entry and deselects the *Forever* checkbox.

The Scrolling Tab of the Marquee Inspector
Click this tab to view the scrolling options for the text message.

Use these options to control the scrolling properties.

Use these options to set the scrolling speed of the message.

Click here to select the direction.

4 Place the cursor in the *Amount* text field, type in the desired scrolling speed (in pixels between each scrolling amount in milliseconds), and press the Return key to confirm your entry.

5 Place the cursor in the *Delay* text field, type in the scrolling delay, and press the Return key to confirm your entry.

6 In the *Direction* of options, click the *Left* or *Right* radio button to select the scrolling direction.

Please note that the Scrolling Marquee is a Microsoft Internet Explorer extension. It will not display properly in other browsers. Preview the scrolling marquee frequently using the built-in Preview mode and/or your Microsoft Internet Explorer browser(s) to make sure that it has the right "look and feel."

Chapter 5   Dynamic HTML

This chapter describes Adobe GoLive's built-in dynamic
HTML tools, which enable Web designers to animate their
pages without delving deeply into the complexities of
Web programming.

General

Although the dynamic HTML (DHTML) tools that Adobe GoLive offers
rely heavily on JavaScript and Cascading Style Sheets, building ani-
mated pages with Adobe GoLive does not require any programming
skills or specific editors that rely on browser plugins. Whenever you
insert a DHTML object, Adobe GoLive will either do all the scripting
for you automatically or let you choose a script-based action. You
can now build animated pages with drag & drop ease—then watch
your Web presentation come alive in *Preview* mode.

When you insert a dynamic object with Adobe GoLive, browser inde-
pendence is guaranteed. Whichever dynamic object you choose,
Adobe GoLive will automatically insert the appropriate JavaScript
code to ensure that your animation displays without any flaws in all
popular 4.0 browsers, including Netscape Navigator, and Netscape
Communicator, as well as Microsoft Internet Explorer.

Basic Animation

The following example illustrates an animated button that is high-
lighted while the mouse pointer is on top of it.

*An Animated Button Created Using
DHTML*

This is the basic button image displayed by the
browser.

Moving the mouse pointer over the button
highlights it.

Creating this mouse rollover with Adobe GoLive is straightforward
and easy: All you need to do is insert a *Button Image* object via drag
& drop, set up the default and "on mouse over" images, and link the
button with its destination.

DHTML Objects in the Palette

Grouped in the *CyberObjects* tab of the *Palette* is a selection of ready-to-use dynamic HTML elements.

The CyberObjects Tab of the Palette
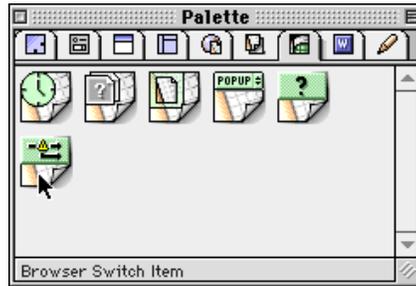
Use the objects from the *CyberObjects* tab of the *Palette* to do the following tasks:

- Add a date and time stamp to your page (see *Date and Time Stamps* on page 235). This information lets visitors to your site see when your page was changed last.

- Include animated navigation buttons on your page (see *Button Images* on page 236).

- Add dynamic components (see *Components* on page 241). Components let you embed ready-made chunks of HTML into your page, allowing you to manage repetitive page content with utmost ease.

- Add a URL popup menu (see *URL Popup* on page 245) listing alternate destinations on the Web.

- Add an action to the page header (see *Action Item* on page 246) that should be triggered before the browser starts loading the body of the page.

- Insert an action in the HMTL flow of the body section (see *Inline Action Item* on page 248) that is triggered when the browser loads the body of the page.

- Attach a browser switching script to the page header (see *Browser Switch Item* on page 249) that reroutes requests from incompatible browsers to alternate pages.

For more details, please refer to *Part 11 — Using Basic DHTML Objects* later in this chapter.

Advanced Animation

Adobe GoLive's advanced animation tools let you create full-scale animations to maximize the visual impact of your pages. You can move objects along linear, curved or random "zig-zag" animation paths, hide them temporarily, and change their stacking order. By combining all those features, you can produce amazing visual effects—for example, display two items that seem to revolve around each other.

You'll use the following tools to create advanced DHTML animations with Adobe GoLive:

- the *Floating Box* icon from the *Body Tags* tab of the *Palette*
- the *Floating Box Inspector*
- the Timeline *Editor*

The illustration below shows Adobe GoLive's DHTML tools and an example of animation.

Creating DHTML Animations in Adobe GoLive

Dragging the Floating Box icon from the Palette into the document window inserts a floating box.

This floating box contains formatted text. It moves along a linear path from the upper center to the lower left corner of the page.

This floating box contains an animated GIF image. It moves along a curved path from the upper left to the upper right corner of the page.

The Timeline Editor lets you control the motion of the floating box over time.

Selectable keyframes mark the position of a floating box while the animation plays back.

The Floating Box Inspector controls the initial position, layering, visibility, and curve shape of the floating box.
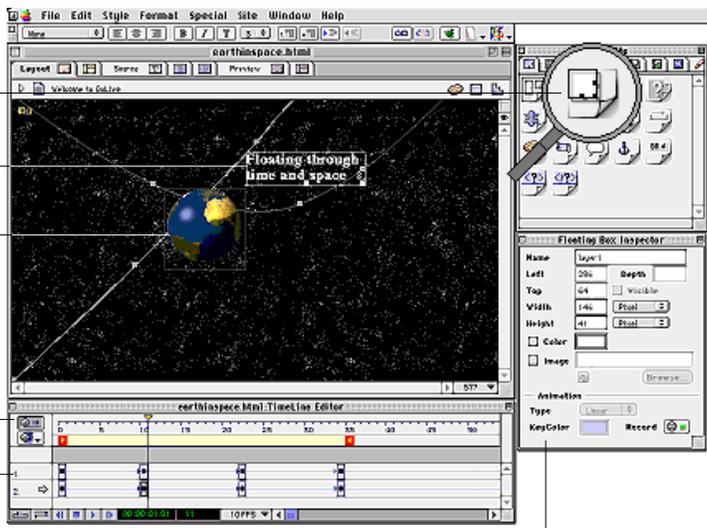
The following sections discuss the key elements used for DHTML animation in more detail.

Floating Boxes

Floating boxes are the subject of the Cascading Style Sheets Positioning (CSS-P) specification issued by the World Wide Web Consortium (W3C). In Adobe GoLive, the *Floating Box* icon in the *Body Tags* tab of the *Palette represents floating boxes*. Inserting this object creates a

floating box in the upper left corner of the document window. (If other floating boxes are present, Adobe GoLive stacks them in the order of insertion.) Once you insert the floating box, you can add an image, text, or other content, and use Adobe GoLive's rich set of tools to adjust their appearance as desired.

Technically speaking, floating boxes rely on the <DIV> tag to create independent sections within a Web page that are "suspended" above the normal flow of HTML. Their position and properties can be dynamically controlled by scripting. They accept any HTML content you can place in your pages, including text, images, and even other floating boxes. Avoid placing tables or Layout Grids inside of Floating Boxes. Inconsistent results including browser crashes may occur.

The Timeline Editor

The *Timeline Editor* is the tool you use to set up the stage for your animation. The *Timeline Editor* window appears below, along with brief explanations of its most important features.

The Timeline Editor

The Autoplay button lets you specify whether a scene should play back automatically.

The Scenes popup menu lets you create additional scenes.

The Actions Track lets you insert actions to be triggered during animation playback.
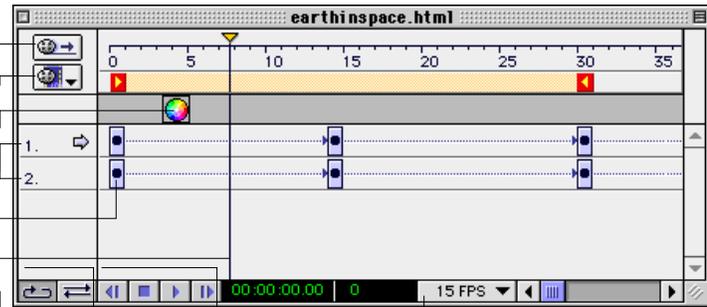
There is one time track for each floating box in the current page.

This is a keyframe. Keyframes let you define events during animation playback.

The Time Cursor shows the current point in time.

The Loop and Palindrome options control the repetition of the animation during playback.

The Playback buttons let you preview the animation.

earthinspace.html

The Frames per Second popup menu controls playback speed.

Before using the *Timeline Editor*, you need to understand some basic concepts associated with animation:

- *Scenes*: Scenes enable Web authors to include multiple animations in the same Web page. All scenes share the same document *and Timeline Editor* windows. You can create multiple scenes for each page and have them play back automatically (default setting), trigger them via scripted actions, or provide buttons for the visitor to click.

- *Frames*: An animation consists of individual frames. As used in connection with video display systems, frames are images that are played back in a rapid sequence to create a visual effect of motion. The speed with which an animation plays back depends on the number of frames per second (FPS). The more frames per second you assign to an animation, the smoother the impression of fluid motion.

- *Keyframes*: Keyframes mark points on the time track of an animation sequence at which some specific change in property occurs. These include changes in direction within the animation path as well as modifications of general properties, such as visibility and stacking order. For each keyframe, you can control the position of the associated floating box by dragging it to the desired location in the document window. Also, the distance between two keyframes determines the playback speed: The shorter the distance, the faster the animation will play back and vice versa.

- *Time Tracks*: Adobe GoLive's *Timeline Editor* lets you place keyframes in a dedicated time track for each floating box to adjust its timing and location. Each single track accepts multiple keyframes, which you can place where you want.

The Floating Box Inspector

The *Floating Box Inspector* allows you to make settings that determine both static and dynamic properties of the floating box. Static properties include:

- the width and height of the floating box
- the background color or background image displayed in the floating box

You can set the dynamic properties for individual keyframes that the *Timeline Editor selects*, including:

- the position of a floating box at a given point in time during the animation
- visibility during individual phases of the animation sequence
- dynamic layering of multiple floating boxes
- shape of the animation path

Actions

Actions are another advanced animation feature that you can use with the *Timeline Editor*, button images, and any links. Actions are ready-to-use scripts that allow Web authors to enrich their animations by adding sound, trigger the playback of scenes, dynamically change the content of images, and control other processes in the browser window. You can select them in the *Action Inspector* after inserting an action marker on the *Actions Track* of the *Timeline Editor*, or, if attached to an image or text, in the *Actions* tab of the *Button Inspector* or *Text Inspector*.

For more details, please refer to *Part 12 — Creating Advanced Animations* (starting on page 250).

Part 11— Using Basic DHTML Objects

The following pages contain step-by-step instructions for using the basic DHTML objects in the *CyberObjects* tab of the *Palette*. Part 11 also provides some background information on what happens "behind the scenes". This part has seven sections:

- The section *Date and Time Stamps*, starting on page 235, explains how you add static revision information to your page.
- The section *Button Images*, starting on page 236, describes how you create basic "on mouse over" animations with the button image object.
- The *Components* section, starting on page 241, introduces the component object that allows you to reuse page fragments with common design elements on multiple pages.
- The section *URL Popup*, starting on page 245, discusses how you can add a popup menu with alternate destinations on the Web to your page.
- The *Action Item* section, starting on page 246, outlines how to insert actions that should be triggered before the browser starts loading the body of the page.
- The *Inline Action Item* section on page 248 explains how you insert actions that should be triggered when the browser loads the body of the page.
- The section *Browser Switch Item*, starting on page 249, describes how to implement a browser testing script that reroutes requests from incompatible browsers to alternate pages.

Date and Time Stamps

This feature lets you add a date and/or time stamp—for example, at the bottom of your page—allowing visitors to see when your site was changed last.

Adobe GoLive reads the current date and time of day from your computer's built-in real-time clock and writes the result into a custom tag. The date and time information is dynamically updated whenever you save the page.
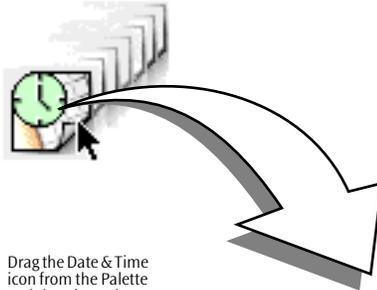
Inserting a Date and Time Stamp

Drag the Date & Time icon from the Palette and drop it on the layout grid or document window to insert a new date or time stamp.

Revised last: 1/28/98 at 5:43:07 PM

Adding a Date and/or Time Stamp

To insert a date and time stamp, proceed as follows:

1 Type in descriptive text, for example *"Revised last: "*.

2 Drag the *Date & Time* icon from the *Palette*.

3 Drop the date or time stamp behind the text typed in step 1.

4 Set up the date format in the context-sensitive *Inspector* window, now titled *Date & Time Inspector*:

  - Choose the *U.S.* option from the *Format* menu in the *Date and Time Inspector*, or any other of the numerous country-specific date and time formats if your page contains material in a foreign language.

  - Select a format for the date and time item you have added— for example, *1/28/98.*

The Date & Time Inspector

Choose a country-specific set of formatting options from the Format popup menu.

Click a radio button to choose a format for the current date or time stamp.
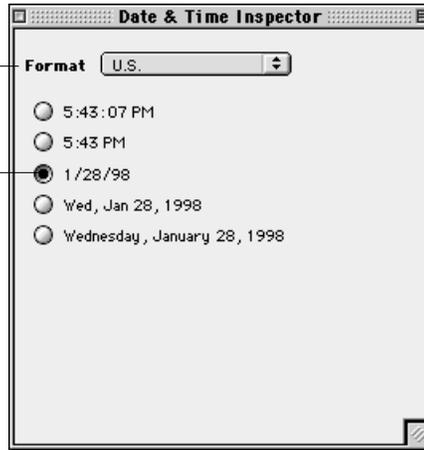
5 If you wish to add a time stamp, type in a separator—for example, "*at*".

6 Drag another *Date & Time* object from the *Palette* and drop it behind the separator.

7 Choose a time format in the *Date & Time Inspector*s—for example, *5:43:07 PM*.

8 Save your page. The date and time stamp will display the exact time when the save command was executed.
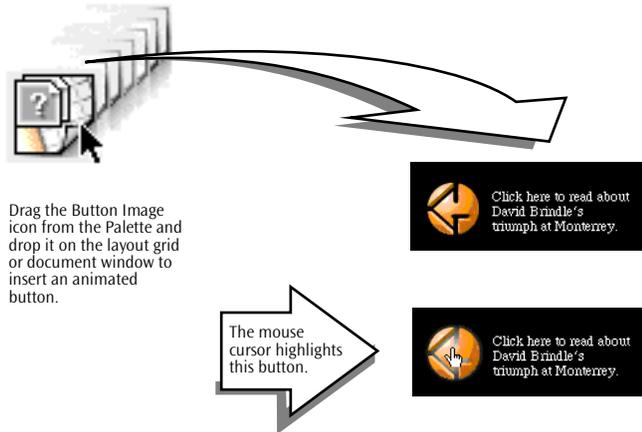
Button Images

The *Button Image* object lets you add "mouse rollover" button images to your page. You can use these buttons as animated navigation controls or to let visitors control animations. The animation effect occurs by instructing the browser to toggle between two (or three) slightly different images of the same button. These buttons are easily created in Adobe Photoshop or an equivalent imaging application—for example, by applying a highlighting filter or black and white dithering.

The first image determines the normal appearance of the button, that is, how it looks while the mouse pointer is anywhere else on the page. The second image is a highlighted button that shows when the mouse pointer is on top. The third image appears when the button is being clicked.

Adobe GoLive inserts a custom tag that serves as a container for the images plus a JavaScript that switches its content, depending on the current location of the mouse pointer.

Inserting a Button Image

Drag the Button Image icon from the Palette and drop it on the layout grid or document window to insert an animated button.

Click here to read about David Brindle's triumph at Monterrey.

The mouse cursor highlights this button.

Click here to read about David Brindle's triumph at Monterrey.

Adding and Animating a Button Image

To insert and animate a button image, proceed as follows:

1   Drag the *Button Image* icon from the *Palette*.

2   Drop it at the desired location in the document.

Tip: You can drop the button image icon on an existing image to turn that image into a button image.

3   Set up the image in the *Basic* tab of the context-sensitive *Inspector* window, now titled *Button Inspector*:

   -   Enter a unique button designator in the *Name* field.

   -   To select a main image, click the *Image - Main* marker button, then link using the standard Adobe GoLive methods.

Alternatively, you can also click the *Browse* button and choose an image file in the subsequent file selection dialog or *Point & Shoot* at an image in the *Site* window (see section "Point & Shoot" on page 158 in chapter "Building Web Pages", for reference).

The Basic Tab of the Button Inspector

Type in a unique Name here.

Click these buttons to select the main, "on mouse over" and "on click" images.

Type in the Universal Resource Locator here…

… Use any of the standard Adobe GoLive linking methods.

- To select an "on mouse over" image, click the *Image - Over* marker button, then check the checkbox next to the file selection text box to tell Adobe GoLive that you want a second image. Repeat the file selection procedure outlined above.
- To pick an "on click" image, click the *Image - Click* marker button, then check the checkbox next to the file selection text box to tell Adobe GoLive that you want a third image. Repeat the file selection procedure outlined above.

Drag & drop is another alternative for assigning the three images:

- Drag the first image from the *Site Window* at the button image icon in the document window to assign the main image.
- Alt-drag the second image from the *Site Window* at the button image icon in the document window to assign the "on mouse over" image.
- Drag the third image from the *Site Window* at the button image icon in the document window to assign the "on click" image.
- Launch a version 4 browser to preview the button image. (It will work in some version 3 browsers.)

Displaying Button Information in the Browser

To enter an informative message that appears at the bottom of the browser window while the cursor is on top of the button, proceed as follows:

1 Switch to the *Msg & Link tab* of the *Button Inspector*.

2   Click the checkbox next to the message text box to tell Adobe
    GoLive that you want to enter descriptive text.

3   Place the cursor in the *Msg* text box.

4   Enter a description of what the button does when being
    clicked—for example, "Click here to view more product fea-
    tures".

5   Press the Return key to confirm your entry.

*The Msg & Link Tab of the
Button Inspector*

Type in a button description here.

Type in a Universal Resource Locator here…

… Use any of the standard Adobe GoLive link-
ing methods.
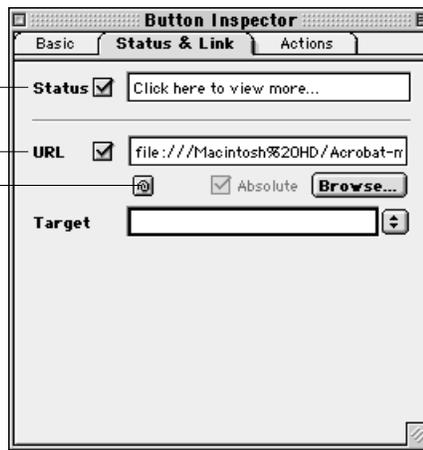
Linking a Button Image

To link the button image with another page or location on the same
page, proceed as follows:

Use *Point & Shoot* to link to a Web page in the *Site* window or to
an anchor on the same page.

Alternatively, you can type in a Universal Resource Locator in the
Ref. text box and press the Return key, or click the *Browse* button
to locate the Web page in the subsequent file selection dialog.

Attaching Actions to a Button Image

The *Actions* tab of the *Button Inspector* lets you attach scripted ac-
tions to the button image—for example, an action that changes the
background color of the page.

To attach an action triggered by a mouse or key event, proceed as
follows:

1   Click the *Actions* tab rider of the *Button Inspector* to open that
    tab.

2 Choose a mouse or key event from the list box to the left:

- Select *Mouse Click* to have a single mouse click trigger the action.
- Select *Mouse Enter* to have the action triggered when you move the mouse pointer over the button.
- Select *Mouse Exit* to have the action triggered you move the mouse pointer off the button.

3 Click the "+" button to add an action placeholder to the *Actions* list box to the right.

The Actions Tab of the Button Inspector

Use this option to choose a mouse or key event that triggers the action.

Click the "+" button to add action attachment.

Use this menu to choose an action.

Use the color field to select the target color for the *Set BackColor* action.

4 Choose an action from the *Actions* menu (see the *General* section starting on page 271 for a complete reference of the actions that Adobe GoLive supports).

⚠️ **Please note that attaching an action disables the *URL* option in the *Link* tab of the Button Image Inspector.**

5 Edit the parameters associated with the action. For example, if you are using the *Set BackColor* action, click the *Background Color* field, select a color from the *Color Palette*, then drag it from the preview pane of the *Color Palette* onto the color field.

6 Launch a 4.x browser to preview the action. (The 3.0 browsers support some actions. For your convenience, browser compatibility information appears next to the name of each action.)

Components

Dynamic components enable Web authors to manage repetitive content with ease while designing a site. Similar to the *Publish & Subscribe* feature that many Macintosh applications support, Adobe GoLive's components mechanism lets you reference ready-made chunks of HTML (referred to as "snippets") and embed them into your page as dynamic elements, complete with text, images, and other visual content.

This feature is particularly useful if the site you are working on has common design elements that recur on all pages, such as headers and footers. The idea is to store those elements in a single file instead of inserting them physically into each and every page.

A Component Embedded in a Page

A component is easily identified by its dotted border.

Linking the component placeholder with the source file displays its content.

For example, if your site design hasn't been finalized yet and your customer asks you to change the appearance of a common page header, components relieve you of the tedious task of opening and editing all pages throughout your site. When you embed that header as a dynamic component instead of "hard-coding" it into your pages, all you have to do is double-click the header object, edit the source file (an HTML page containing only the page header), and let Adobe GoLive automatically update all pages.

Adobe GoLive encloses the embedded HTML page or fragment in a custom tag that the browser ignores at runtime (although its content is understood and interpreted correctly), marking it as dynamic page content that needs to be updated each time the source file changes. (Updating occurs only in Adobe GoLive locally, not on the Web site.)

Please note that dynamic components are only updated while you work on your local hard disk. Pages on the Web server are not updated by just uploading the source file, so you need to upload all pages that reference a component to update your site after changing the source file.

Creating Source Files for Embedding

There are two basic source file types for dynamic components: You can embed either full-scale HTML pages or HTML fragments.

To create a source file proceed as follows:

1 Create a new page using the *New* command from the *File* menu.

2 Click the small page symbol above the main content area of the document window to bring up the *Page Inspector* in the *Inspector* window.

3 Switch to the *HTML* tab of the *Page Inspector*.

Setting Up a Page for Use as a Component

Click this button to set up the current page for use as a component.

4 Click the *Component* button at the bottom of the *HTML* tab. This sets up the current page for use as a dynamic component.

Alternatively, you may strip off HTML code elements that are not required and create an HTML fragment. (For instructions, please refer to *HTML Fragments* on page 106.)

5 Add the desired content—for example, a layout grid with your customer's corporate logo and headline on it.

6 Save the file in the *Components* subfolder of the "site data" folder to have it listed in the *Extra* tab of the *Site Window* (see *Managing Stationery in the Site Window* on page 650).

Saving a Component
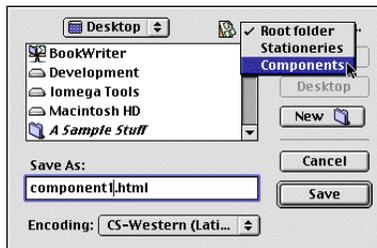
When the *Site Window* is open in the background, the *Save* dialog box offers a convenient shortcut for saving the file to the "site data" folder. The popup menu above the files list box shows the folders that are used by the active site, that is, the site that owns the *Site Window nearest the front*.

To save your component in the active site, proceed as follows:

1   Click the popup menu and choose *Components*.

2   Click *Save* and go to the *Extra* tab of *Site Window* to see whether your component has appeared.

Inserting a Component and Linking with the Source File

To insert a component marker in the current document (the "host" page) and link it with an HTML page or fragment, proceed as follows:

1   Make sure you have saved the desired source file. (It does not need to be open.)

2   Drag the *Component* icon from the *Palette*.

3   Drop it at the desired location in the host page. A rectangular box with a dotted border appears in the document window. This is the component marker.

Inserting a Component Placeholder
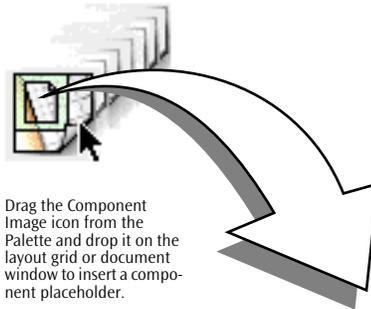
Drag the Component Image icon from the Palette and drop it on the layout grid or document window to insert a component placeholder.

Please note that component placeholders resize automatically as soon as you fill them with content, assuming the size of the embedded object. Keep this fixed size relationship in mind when designing the source file to make sure that you get the desired results. Optionally, you can resize the width of component placeholders when you put them on a layout grid.

4   Set up the component in the context-sensitive *Inspector* window, now titled *Component Inspector*:

- Use the *Point & Shoot* button to link to an HTML page or frag-
ment in the *Site Window* or—if the source file is open—to the
small page icon in the document window of the desired page
or fragment.

Follow the standard Adobe GoLive linking methods.

The Component Inspector

Type in a Universal Resource Locator here…

… Use any of the standard Adobe GoLive link-
ing methods.
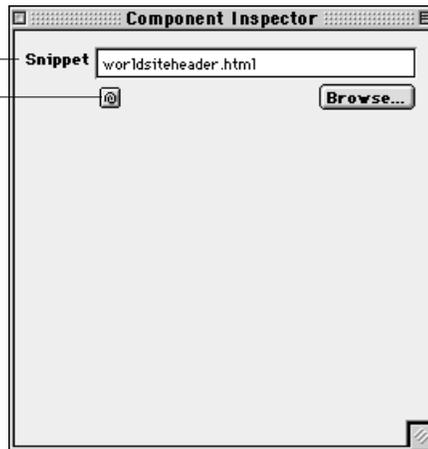
5   The referenced component should appear in the document win-
dow of your host page now (see *A Component Embedded in a Page*
on page 241).

Inserting a Component via Drag & Drop

To insert a component page via drag & drop, proceed as follows:

1   Make sure you have saved the desired source file. (It does not
need to be open.)

2   Click the *Extra* tab of the *Palette*, choose Components from the
view control menu at the bottom of the window, and locate the
desired component. Components are displayed as thumbnails to
let you preview their content.

Components in the Extra Tab of the
Palette
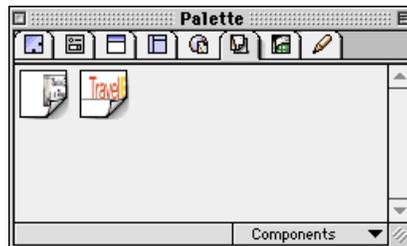
3 Drag the *Component* icon and drop it at the desired location in the host page.

4 The referenced component should now appear in the document window of your host page. If you drop it on a layout grid, you may have to resize its width.
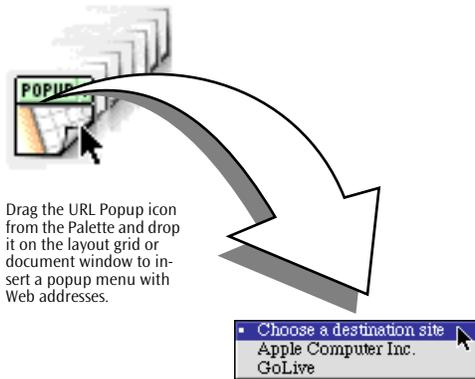
Editing the Source File

To edit the source file, proceed as follows:

1 Double-click on the embedded component. Adobe GoLive will automatically open the source file.

2 Make the desired changes and save the source file.

3 When saving, any changes you have made should appear immediately in the document window.

URL Popup

The *URL Popup* item inserts a popup menu with Web sites or local pages that offers shortcuts to other locations on the Web. You can add as many destinations as necessary and edit both their visual labels and their URLs.

Inserting an URL Popup

Drag the URL Popup icon from the Palette and drop it on the layout grid or document window to insert a popup menu with Web addresses.

To insert and edit a URL popup menu, proceed as follows:

1 Drag the *URL Popup* icon from the *Palette*.

2 Drop it at the desired location in the document.

3 Set up the popup menu in the *Basic* tab of the context-sensitive *Inspector* window, now titled *URL Popup Inspector*.

The URL Popup Inspector

Type in a visual label here.

Type in a Universal Resource Locator here, click Browse to select a local destination page, or click "@" to Point & Shoot.

Use these buttons to move a selection up or down in the menu.

Use these buttons to delete, duplicate, or create new menu items.

4   Click *New* to create a new menu item.

5   In the *Label* text box, enter a visual label that appears in the pop-up menu.

6   In the *URL* text box, enter the Web address of a site on the Web or the path and file name of a local page.

Alternatively, you can *Point & Shoot* at a page in the *Files* tab or a URL in the *External* tab of the *Site Window*. You can also click the *Browse* button and select a local file in the subsequent file selection dialog.

7   Create more menu items—for example, by duplicating an item selected in the list box and editing it.

8   To change the position of an item in the popup menu, select it in the list box, then use the up and down arrow buttons to shift it to the desired position.

9   If necessary, use the *Delete* key to remove excess items.

10 To make the new URL appear in a frame set, go to the *Detail* tab of the *URL Popup Inspector* and use the target text box or popup menu to specify the window or frame where you want it to appear.

11 Preview the URL popup menu in the browser and check whether its links work.

Action Item

The *Action Item* element inserts a script into the header of the document that triggers a user-selectable action before the browser loads the body of the page.

Inserting an Action Item

Drag the Action Item icon
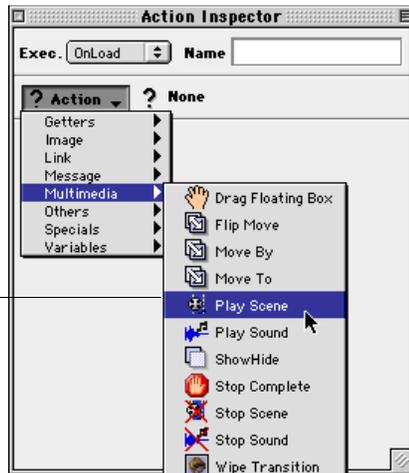from the Palette and drop
it in the head section of
the document.
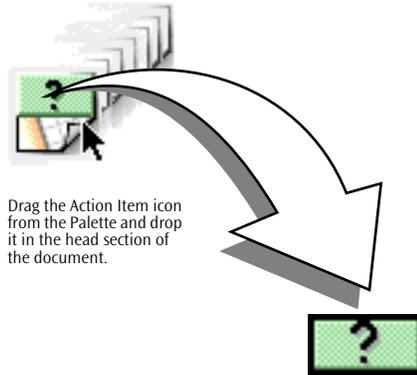
To insert and edit an action item, proceed as follows:

1 Drag the *Action Item* icon from the *Palette*.

2 Drop it in the head section of the document. If the head section is not open, drag on to the small triangle directly below the *Layout* tab and wait for the head section to open, then drag & drop it there.

3 Set up the popup menu in the context-sensitive *Inspector* window, now titled *Action **Inspector***.

The Action Inspector

Choose an action to be triggered by the Action Item.

4 For instructions on using individual actions, please refer to the section *Using Actions*, starting on page 269.

Inline Action Item

The *Inline Action Item* element inserts a script item in the body of the page that serves as a placeholder for HTML code triggers a when the browser loads the body section.

Inserting an Inline Action Item

Drag the Inline Action Item icon from the Palette and drop it in the body section of the document.
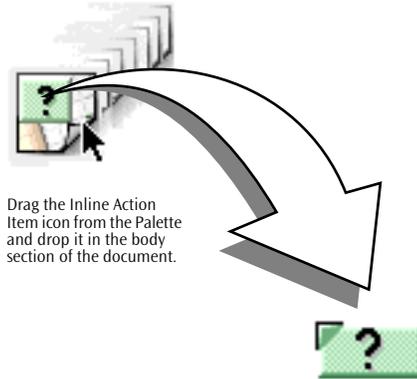
To insert and edit an inline action item, proceed as follows:

1 Drag the *Inline Action Item* icon from the *Palette*.

2 Drop it in the body section of the document.

3 Go to the context-sensitive *Inspector* window, now titled *Inline Action Inspector*.

The Inline Action Inspector
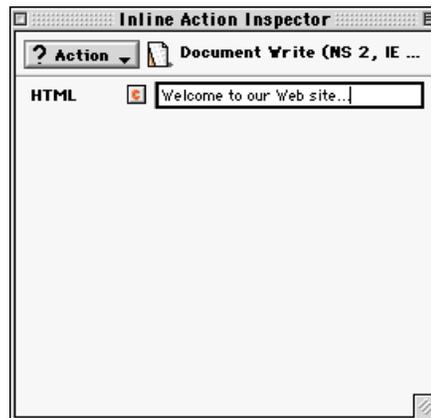
4 Choose the *Document Write* action (see page 285) from the *Message* submenu of the *Actions* menu and set it up as desired.

5 Preview the action in a 4.x browser (see page 563.)

Browser Switch Item

The *Browser Switch Item* element inserts a script into the header of the document that reads the application name and version of each browser trying to access the page and switches to an alternate page if the browser version isn't compatible. For example, you can use this feature to have a 3.x browser switch to another page if the current page contains animations that only 4.0 browsers can play back.

Inserting a Browser Switch Item

Drag the Browser Switch Item icon from the Palette and drop it in the head section of the document.
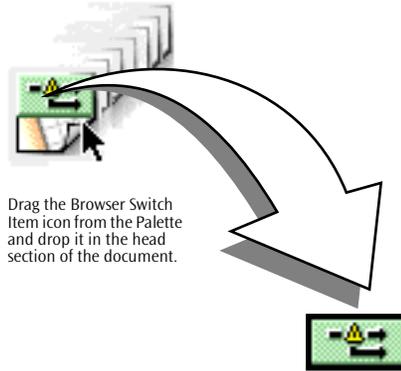
To insert and edit a *Browser Switch Item*, proceed as follows:

1 Drag the *Browser Switch Item* icon from the *Palette*.

2 Drop it in the head section of the document. If the head section is not open, drag on to the small triangle directly below the *Layout* tab rider and wait for the head section to open, then drag & drop it there.

3 Set up the browser switch item in the context-sensitive *Inspector* window, now titled *Browser Switch Inspector*:

The Browser Switch Inspector

Select Auto to have Adobe GoLive make the decision on browser compatibility.

Use these checkboxes to specify the browsers that support the HTML in the current page.

Choose an alternate page to be loaded if the browser version doesn't match the content of the page.
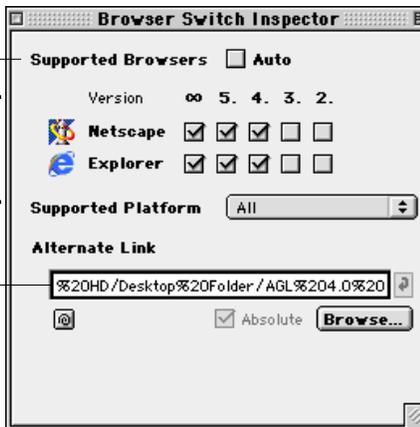
4 Use the options in the *Supported Browsers* section as follows:

- Select *Auto* if you want Adobe GoLive to decide on browser compatibility. For example, if your page contains DHTML animations or Cascading Style Sheets formatting, Adobe GoLive will check only the 4.x and 5.x versions and configure the script to reroute requests from 2.x and 3.x browsers.

- If you know which browser versions are compatible with your page, you can also deselect the *Auto* checkbox and the appropriate checkboxes for browsers that can't display the page without errors.

5 Type the path and file name of the alternate page in the *Alternate Link* text box, click *Browse* to select a page in the subsequent file selection dialog, or use *Point & Shoot* to link to a page in the *Site Window*. Be sure to include a browser incompatibility message in the alternate page, such as "Please download a newer browser version to view the original page."

6 When you finish, test-view the page with an incompatible browser and check whether the request is correctly rerouted.

Part 12— Creating Advanced Animations

Part 12 of this chapter offers step-by-step instructions for using floating boxes, the *Timeline Editor,* and the *Floating Box Inspector* to create pages with multiple animated objects.

- The section *Creating an Object to Be Animated*, starting on page 251, explains how to insert floating boxes and fill them with visible content.

- The section *Animating a Floating Box*, on page 254, details how you add motion to floating boxes.

- The section *Working with Multiple Floating Boxes*, starting on page 259, instructs you how to add more animated objects and coordinate their relative motions.

- The section *Inserting Actions in Your Animation*, starting on page 266, introduces the concept of scripted actions.

- The section *Using Multiple Scenes*, starting on page 267, outlines how you can reuse floating boxes in multiple scenes.

Creating an Object to Be Animated

Any object you want to animate must be enclosed in a floating box. Generally, you can insert any tag from the *Palette* that goes into the body section of a Web page. To provide content for an animation, consider transparent GIF images (also known as GIF 89a) as your first choice. Transparent GIFs create a very lively impression of motion because they don't conceal what is underneath them while moving across the page. Also suitable are normal GIFs or formatted text. You can also choose an opaque background color or background image if you don't want the floating box to be transparent.

Technically speaking, a floating box is Adobe GoLive's visual representation of a DIV tag formatted with a CSS ID style. The ID style specifies the width, visibility, and absolute position of the floating box, instructing the browser to create a subdivision that is not part of the normal flow of HTML code within the page. This property of being absolutely positioned allows floating boxes to be moved.

Creating an object is the first thing you need to do when setting up an animation. It involves two steps:

- inserting a floating box
- setting its static properties, including HTML content, size, and background image or color (if desired)

The following sections detail these steps.
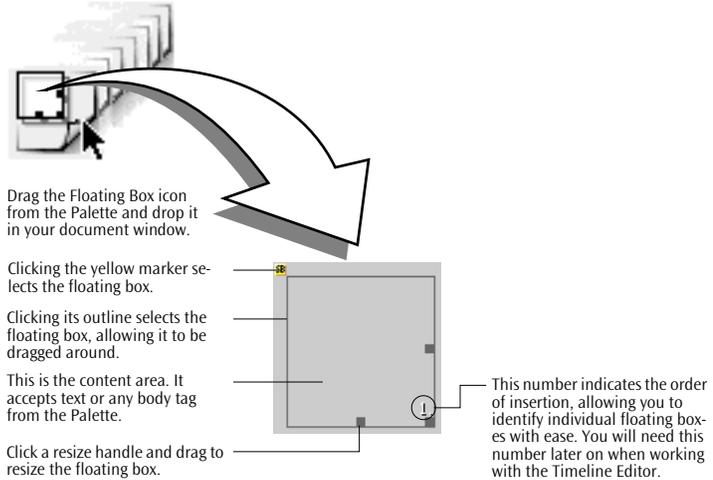
Inserting a Floating Box

To insert a floating box, proceed as follows:

1 Drag the *Floating Box* icon from the *Palette*.

2 Drop it at the desired location in the document window.

Alternatively, you can double-click the *Floating Box* icon in the *Palette* to have Adobe GoLive insert a floating box in the upper left corner of the document window.

Inserting a Floating Box

Drag the Floating Box icon from the Palette and drop it in your document window.

Clicking the yellow marker selects the floating box.

Clicking its outline selects the floating box, allowing it to be dragged around.

This is the content area. It accepts text or any body tag from the Palette.

Click a resize handle and drag to resize the floating box.

This number indicates the order of insertion, allowing you to identify individual floating boxes with ease. You will need this number later on when working with the Timeline Editor.

Adding Content to a Floating Box

To add content to a floating box, proceed as follows:

1 Drag any object from the *Palette* directly onto the content area. For example, to add an image that you want to float across the page, drag the *Image* icon from the *Body Tags* tab of the *Palette* into the floating box. The illustration below outlines this process.

Placing an Image in a Floating Box
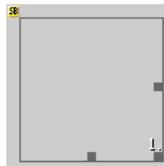
Floating box without content

Floating box with image placeholder
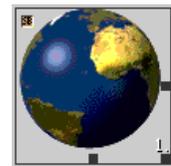
Floating box with image selected

An intermittent bug in Netscape's 4.0 browsers may cause the content of an animated floating box to temporarily disappear, especially if the content is an image button. Here is a simple workaround: Click the content area and insert a non-breaking space (type Alt-Space) before the image button. This should fix the problem.

Alternatively, you can enter text by clicking the content area of the outline of the floating box and typing. When you finish typing, select the text and use the options in the *Text Toolbar* (see page 123) or the *Format* and *Style* menus (see pages 124 and 126) to format the text.

2   Resize the floating box to fit the content by clicking a resize handle and dragging.

Alternatively, you can resize the floating box by specifying the size in the *Width* and *Height* text boxes of the *Floating Box Inspector*.
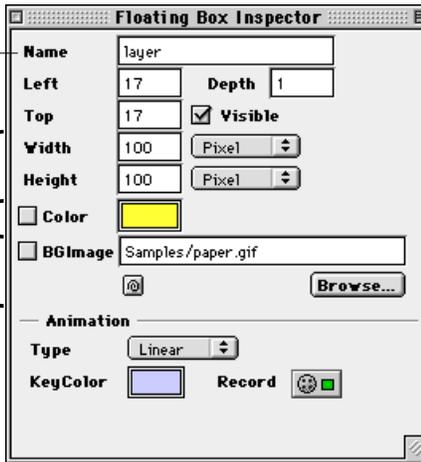
Specifying Static Properties in the Floating Box Inspector

Use the Name text box to enter a custom name for the floating box.

The Width and Height options let you resize the floating box by manual entry.

The options in the Background section let you specify a background color or image.

Naming a Floating Box

Optionally, you can click the default *layer* entry in the *Name* text box and type a descriptive name. This may be helpful if you plan on using floating boxes within your animation, making them easier to identify. If you don't specify a custom name, Adobe GoLive will name all subsequent floating boxes *Layer 1*, *Layer 2*, *Layer 3*, and so on.

Choosing a Background Color or Image

Like a normal HTML page, a floating box can have a background color or image (otherwise its background is transparent).

If you want an opaque colored background for the floating box, proceed as follows:

1   With the floating box selected, click the color field in the *Background* section to open the *Color Palette (if* it is closed).

2   Select a color from any tab of the *Color Palette* (preferably a Web-safe color) and drag it from the preview pane of the *Color Palette* onto the color field in the *Floating Box Inspector*.

If you want to display a background image in the floating box, proceed as follows:

1 With the floating box selected, click the *Image* checkbox in the *Background* section. An *Empty Reference* entry appears in the *Image* text box, prompting you to select an image.

2 Use *Point & Shoot* to link to an image file in the *Site Window*, type in the image file name (including the relative path to the folder), or click the *Browse* button to select an image in the subsequent file selection dialog.

⚠ Avoid using a background image alone in a floating box. In Netscape Communicator, the background image won't display if the floating box is empty.

Animating a Floating Box

To animate a floating box, you need keyframes. Associated with each keyframe is a position relative to the upper left corner of the document window. This position represents the location of the floating box at a particular time while the animation plays back. You adjust it by dragging the floating box to the desired location.

Animating a floating box involves these steps:

• inserting a new keyframe in the *Timeline Editor*
• specifying a position associated with the new keyframe
• selecting the shape of the animation path in the *Floating Box Inspector*

The following sections describe these steps.

Inserting a New Keyframe

To insert a new keyframe, proceed as follows:

1 Select the floating box in the document window, either by clicking its outline or the small yellow marker.

2 Open the *Timeline Editor* by clicking the *Timeline Editor* button 🔲 above the main content area of the document window.

3   Initially, the *Timeline Editor* window contains only one time track
with a single keyframe. Command-click at the desired position
on the time track to insert a new keyframe.

Creating a New Keyframe

The left and right locators mark out the beginning
and the end of the play range.

Option-click the first keyframe, then drag to the
desired position to create a new keyframe.

The Time Cursor follows as you drag, stopping at
the position where you drop the new keyframe.

The counter indicates the position of the key-
frame in seconds and frames.
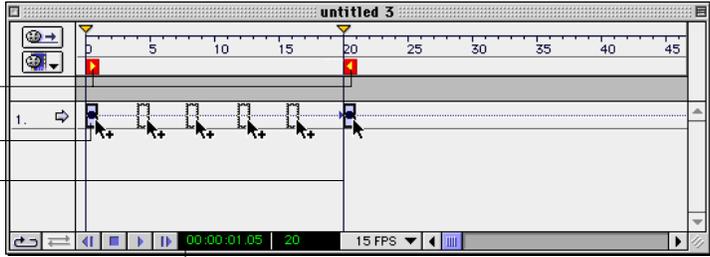
Alternatively, you can Option-click the initial keyframe and drag to
the desired position on the time track (see illustration above). The
time cursor will move along as you drag. In the example shown
above, it is dropped at the position "20 frames" (1.05 seconds).

4   The new keyframe marks the end of the play range. This is indi-
cated by the right play range locator ◀, which moves along as
you drag the keyframe. If you insert more keyframes, the key-
frame furthest to the right always limits the play range.

Specifying the Position Within the Document Window

To specify the position of the floating box for the new keyframe, pro-
ceed as follows:

1   Click the new keyframe to select it, then go to the document win-
dow and drag the floating box to the position where you want it
to appear after 20 frames have played back. Your document win-
dow should now resemble the example below.

*A Floating Box Positioned via
Keyframe Selection*

This is the start point of the animation, as marked
by the first keyframe.

This is the end point of the animation, as marked
by the new keyframe at 20 seconds.
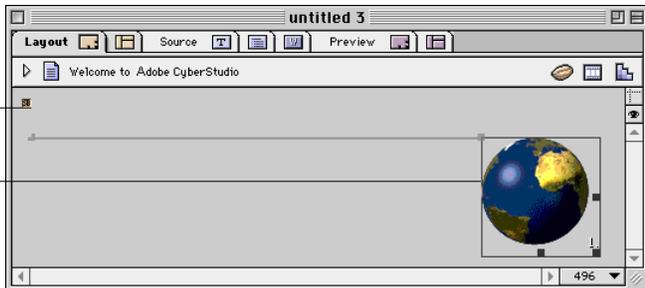
Alternatively, you can also enter the desired position in the *Left* and *Top* text boxes of the *Floating Box Inspector*.

2   Click the first keyframe. The floating box returns to its start position. (Although you could change its position in the same way as described in the preceding step, we'll leave the first keyframe and its associated floating box position unchanged to better demonstrate the point.)

3   Click the *Play* button ▶ at the bottom of the *Timeline Editor* window to preview your animation. The floating box will start traveling across the document window from left to right. It will stop at the position you chose in step 1 above.

4   The time cursor will also stop at the right play range locator ◀. Click the *Stop* button ■ to reset the time cursor back to zero, or use the *Backward* button ◀ to return the time cursor.

5   If desired, you can use the *Loop* and *Palindrome* buttons at the lower left corner of the *Timeline Editor* window to control the looping behavior:

-   The *Loop* button ↻ plays your animation in a simple endless loop. When reaching the end point of the animation path, the floating box jumps back to the start and resumes traveling, repeating this cycle infinitely.

-   With the *Palindrome* button ⇌ clicked, the floating box bounces back and forth between the start and end points of the animation path. (The *Loop* button must be clicked to enable the *Palindrome* button.)

6   If you want to change the playback speed, select another option from the FPS menu at the bottom of the *Timeline Editor* window. The default *15 FPS* setting is what most browsers can handle in terms of speed, even if running on systems with average video hardware. If you want to work with higher speeds, be sure to test-view your animation with a wide selection of system configurations to make sure that playback is smooth.
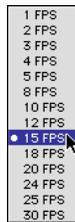
Selecting the Shape of the Animation Path

To select the shape of the animation path, proceed as follows:

1   Select the floating box inserted in the previous section.

2   Go to the *Timeline Editor* and insert a new keyframe. Place it right in the middle between the two existing keyframes—for example, at the position "10 frames".

3   Drag the floating box to the position where you want it to appear after 10 frames have been played back—for example, right in the middle between the start and end points of the animation path. (see example below).

4   With the keyframe in the middle still selected, drag the floating box down—for example, by 100 pixels. Your document window should now resemble the example below.
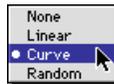
A Floating Box on a Curved Animation Path

By inserting a keyframe in the middle, the animation path is now subdivided in two sections. Both sections are curved.

This is the middle point of the animation, as marked by the new keyframe at 10 seconds.
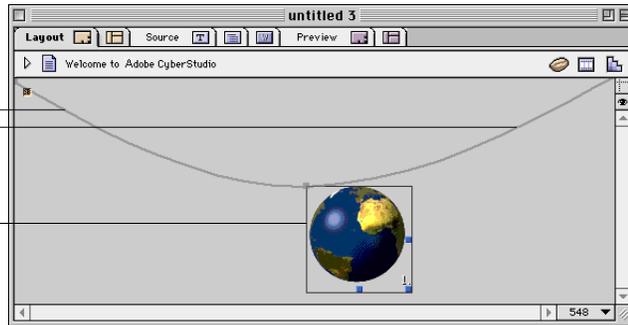
5   Select the two outer keyframes one at a time and drag the floating box beyond the edge of the document window. This will smooth the curved path you are going to select in the following step.

6   Select the first keyframe and choose *Curve* from the *Animation* menu in the *Floating Box Inspector*. This selection determines the curve shape between the current keyframe and the one that follows next on the time track.

7   Select both the first and second keyframes one more time and set the shape of the animation path to *Random*.

8   Click the *Play* button ▣ in the *Timeline Editor* to preview your animation. The floating box will travel along an irregular zig-zag path now.

Instead of selecting and editing keyframes one by one, you can also Shift-click them successively, drag-select, or choose *Select All* from the *Edit* menu to apply a common setting, such as a curved animation path.

Shortcut: Creating a New Keyframe by Dragging

After creating an animation with at least two keyframes, you can use a mouse shortcut to insert more keyframes and position the floating box in one go. This shortcut lets you insert keyframes anywhere between any two existing keyframes on the time track.

To insert a keyframe using the Alt-drag mouse shortcut, proceed as follows:

1 Go to the *Timeline Editor* and drag the time cursor to the desired position in time where you want to insert a new keyframe.

2 Return to the document window. The floating box has moved to the desired position on the animation path.

3 Alt-click the floating box and drag it to the desired position. This inserts a new keyframe on the time track.

Recording an Animation Path

Instead of inserting keyframes one by one and specifying their positions, you can also record an animation path. You start recording an animation path with the initial keyframe present after opening the *Timeline Editor*.

To record an animation path, proceed as follows:

1 Click the *Record* button ⊞ in the *Floating Box Inspector*.

2 Go to the document window and drag the floating box along the desired path.

3 Adobe GoLive will insert a keyframe at each major turn in the path.

4 Click each keyframe and correct the position.

Now that you have mastered a single-object animation with all of Adobe GoLive's linear, curved, and random path options, you can turn to more complex animations.

With the *Timeline Editor*, you can drag and select all at once and apply curve to all at one time.

Working with Multiple Floating Boxes

To animate multiple objects on the same page, you need to specify some advanced dynamic properties:

- adding a new floating box in the document window (see *Inserting a Floating Box* on page 251)
- inserting keyframes in the *Timeline Editor* (see *Inserting a New Keyframe* on page 254)
- specifying a position for each new keyframe (see *Specifying the Position Within the Document Window* on page 255)
- indicating the stacking order in the *Floating Box Inspector* (optional)
- specifying visibility in the *Floating Box Inspector* (optional)

The following sections discuss these steps.

Inserting a Second Floating Box and Creating More Keyframes

To insert a second floating box and create more keyframes, proceed as follows:

1   Insert a second floating box in the document window, as specified further above. Note the number "2" at the lower right corner of the floating box, indicating that this is the second floating box inserted in the page.

2   Add content—for example, by typing text and formatting it.

3   A new track appears in the *Timeline Editor*, also numbered "2". (Each floating box in the document window has a corresponding time track in the *Timeline Editor with* the same number.)

4   Insert a new keyframe on time track #2.

5   Click the first keyframe on time track #2 and drag the floating box to the upper right corner of the document window. Click the second keyframe and drag the floating box to the lower left corner of the document window. Leave the *Linear* path shape option selected. Your document window should now resemble following example.

Two Floating Boxes in the
Same Document

This floating box travels along a curved path.

This floating box travels along a linear path.
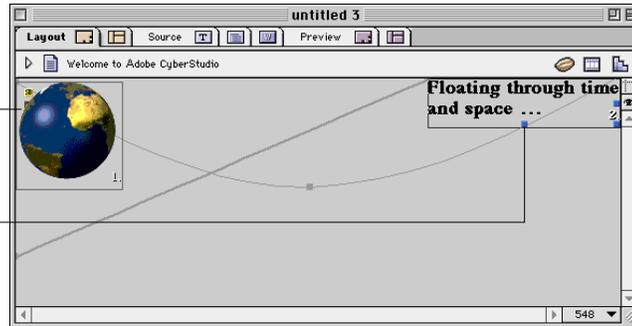
6   If you are not satisfied with the result, click any keyframe on time track #1 or #2 and drag the floating box to reposition it. When you click a keyframe, an arrow moves along with your selection to indicate the current time track (see below). The *Timeline Editor* should resemble the example below.

The Timeline Editor with
Two Time Tracks

The small arrow indicates the time track that contains the currently selected keyframe.

The bold outline indicates that the keyframe is currently selected.
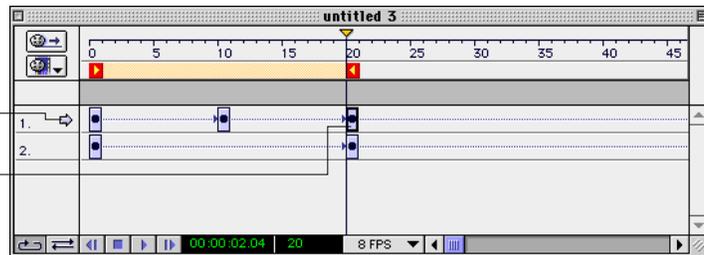
Bear in mind that the time track in the *Timeline Editor* represents the motion of a floating box over time (always from left to right), not the direction of motion in the document window. You determine that direction by clicking all keyframes successively and dragging the floating box to new position within the document window. For example, by selecting the first keyframe in a time track and dragging the floating box to the right edge of the window, you specify that the animation is to start from the right-hand side of the browser window. When you preview the animation, don't be confused by the directions of motion being opposed in both windows.

Managing Multiple Floating Boxes Using the Floating Box Controller

The *Floating Box Controller* is an auxiliary window that helps you manage multiple layered floating boxes in your document window. Intended to assist you in editing pages with multiple floating boxes, it lets you show or hide and lock or unlock floating boxes temporarily.

⚠ The settings you make in the *Floating Box Controller* do not change the code of your animation. They are only temporary and will be overridden when you click the *Play* button in the *Timeline Editor* or switch document views.

The Floating Box Controller

Click the "eye" symbol to hide or show the content of a floating box.

Click the "pen" symbol to lock or unlock a floating box.

Click the name to bring a floating box to the foreground.
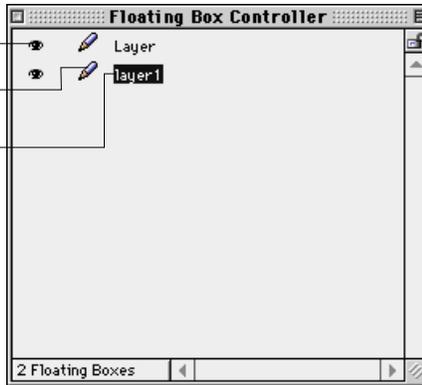
The "padlock" symbol lets you preserve the settings made in the Floating Box Controller when you click the Play button in the Timeline Editor or switch views.

To manage multiple floating boxes in a document window, proceed as follows:

1 Choose *Floating Box Controller* from the *Window* menu.

2 The *Floating Box Controller* appears, listing the floating boxes present in the active window.

3 Click the name (*Layer*, *Layer 1*, etc., or custom name) to activate a floating box in the document window and bring it to the front. Clicking the name of a floating box temporarily overrides the hide/show and lock/unlock statuses explained below and allows editing.

4 Click the "eye" symbol to hide or show the content of a floating box, or press the Control key and click any "eye" symbol to hide or show all floating boxes at once. The "eye" symbol reflects the show/hide status as follows:

- Black indicates that the floating box is visible.

-   Grayed out indicates that the floating box is invisible.
-   Red indicates that the temporary show/hide settings you
    have made in the *Floating Box Controller* conflict with the cur-
    rent visibility status of the floating box (see *Controlling Visibil-
    ity* on page 266), as set in the *Floating Box Inspector* for a
    particular keyframe. For example, the "eye" symbol is red if
    you have hidden a floating box in the *Floating Box Controller*
    that is supposed to be visible in the animation.

⚠ Please note that red indicates a conflict rather than an error.
Your animation will still play back without any problems.

5   Click the "pen" symbol to lock or unlock a floating box, or press
    the Control key and click any "pen" symbol to lock or unlock all
    floating boxes in one go. When locked, the pen symbol is grayed
    out in the *Floating Box Controller*, and you cannot drag the float-
    ing box around or edit its content in the document window.

6   The "padlock" symbol in the upper right corner of the *Floating
    Box Controller* allows you to preserve all temporary hide/show
    and lock/unlock settings when you click the *Play* button in the
    Timeline Editor or switch views—for example, from *Layout* to
    Source and back.

Using the Stacking Order to Simulate Relative Motion

The stacking order, also known as the *z-index*, is a unique property
of floating boxes. The graphic *Stacked Boxes and Their Z-Indices* on
page 215 illustrates the effect of the *z-index* property. In animations
with multiple objects, you can use this property to determine which
object should be displayed on top when the paths of two or more
floating boxes cross. You can also use the stacking order to simulate
more complex effects of relative motion—for example, by letting
one floating box revolve around another.

Like the other properties a floating box can have, you can control the
stacking order for the time span between any two keyframes on the
same time track. To produce the visual effect of stacking, however,
this property needs to be set for at least two synchronous or overlap-
ping time spans on two different time tracks within the same scene.

The following example is based on a simple animation that simulates relative motion. It is a palindrome that consists of two objects: a stationary floating box with a GIF image (called the "image box" in the following example) and an animated floating box with text content (referred to as the "text box", not to be confused with a layout text box).
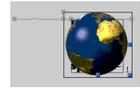
Simulating Relative Motion

Phase 1:
From the start point, the text box moves in from the left.

Phase 2:
The text box moves across the stationary image box.
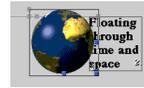
Phase 3:
The text box moves to the right.

Phase 4:
On its way back to the start point, the text box is concealed by the image box.

Four keyframes, each on two time tracks, control the animation, subdividing it in four phases. The following happens when you play it back:

- *Phase 1*: The text box is on top while moving in from the start position.
- *Phase 2*: The text box is still on top while moving across the image box.
- *Phase 3*: The text box is also on top while moving to the right, away from the image box.
- *Phase 4*: The text box is concealed behind the image box while moving back to its start position.

The following section describes how to create an animation with one stationary object and an animated object revolving around it.

To create those objects and control the stacking order, proceed as follows:

1   Insert two floating boxes and add content—for example, an image to one box and formatted text to the other.

Now, you're going to make the image box a stationary object:

2   Select the image box and place four keyframes on its time track in the *Timeline Editor*.

3   Select the first keyframe of the image box, then drag the image box to a convenient location—for example, in the center of the page. The image box serves as the pivot point, so it must remain stationary.

4 Repeat step 3 above for the remaining keyframes. Make sure that the position is the same for all four keyframes to prevent the image box from jumping during playback. If in doubt, click all four keyframes and check the positions in the *Top* and *Left* text boxes of the *Floating Box Inspector*. Correct any pixel offset by hand-editing the *Top* and *Left* coordinates for each keyframe, if necessary.

5 Click the *Loop* ⟨🔁⟩ and *Palindrome* ⟨🔁⟩ buttons in the *Timeline Editor* to play the animation in an endless loop.

6 Click the *Play* button ▶ to preview the stationary object. The image box shouldn't move anymore. If there is still pixel-wise motion, return to step 4 above and correct the *Top* and *Left* coordinates.

Now, you are going to insert four keyframes and assign each a position of the text box within the document window:

7 Select the text box and insert four keyframes on its time track in the *Timeline Editor*. Place each keyframe directly below its counterpart in the time track of the image box to ensure that both tracks are properly synchronized. The *Timeline Editor* window should look like this now.

Timeline Editor with Two Time Tracks

There are two time tracks in the Timeline Editor now. Each time track holds four keyframes.
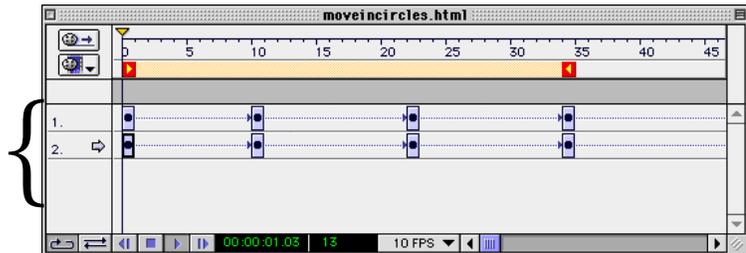
8 Select the first keyframe of the text box, then drag the text box to a position to the left of the image box, aligning it vertically with the center of the image box.

9 Select the second keyframe of the text box, then drag the text box horizontally on top of the image box.

10 Select the third keyframe of the text box, then drag the text box horizontally to the right of the image box.

11 Select the last keyframe of the text box, then drag the text box horizontally on top of the image box.

Next, you'll define the stacking order for all four keyframes—both for the text box and image box. Here's how:

12 Return to the first keyframe of the text box, then go to the *Floating Box Inspector* and enter "2" in the *Depth* text box (see the following screenshot).

13 Select the first keyframe of the image box and enter "1" in the *Depth* text box of the *Floating Box Inspector*.
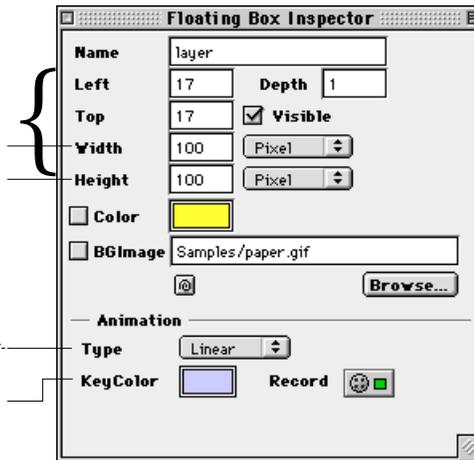
Setting the Stacking Order in the Floating Box Inspector

The current coordinates appear here.

This option controls the stacking order.

This option controls visibility.

Select an option from this popup menu to determine the shape of the animation path.

Use this option to select a keyframe color.

Floating Box Inspector

Name	layer
Left	17	Depth	1
Top	17	☑ Visible
Width	100	Pixel ⬍
Height	100	Pixel ⬍
☐ Color	🟨
☐ BGImage	Samples/paper.gif

Animation

Type   Linear ⬍

KeyColor   Record 🎛🟩

14 You have now stacked the text box on top of the image box. However, this stacking order is only in place for the time span after the first keyframe, so repeat steps 12 and 13 above for the second and third keyframes.

15 Select the last keyframe of the text box.

16 Go to the *Floating Box Inspector* and enter "1" in the *Depth* text box.

17 Select the last keyframe of the image box and enter "2" in the *Depth* text box of the *Floating Box Inspector*.

18 You have now reverted the stacking order for the time span after the last keyframe.

19 Click the *Play* button ▶ to preview your animation. On returning from the point of the animation path that is furthest to the right, the text box should disappear behind the image box.

Controlling Visibility

The visibility property lets you hide an object during the time span between any two keyframes. There are three major reasons for working with temporarily invisible floating boxes:

- You can make objects appear "out of the blue" to create a more lively impression of your animation.
- In animations with multiple images, it is advantageous to hide all objects initially while the browser is still downloading the page, then start the animation after the download is complete. This helps to avoid the choppy look that may result from the browser still downloading pages while the animation has already started playing back.
- When you use an action to switch the content of an image in an animated scene, it is good practice to hide that image while the action is running. If it remains visible, this may cause choppy animation while the browser is downloading the new image from the Web server.

To hide a floating box from view, proceed as follows:

1   Click the keyframe from which you want to hide the floating box.
2   Go to the *Floating Box Inspector* and deselect the *Visible* checkbox.
3   If desired, repeat both steps for the next keyframe.
4   Click the *Play* button ▶ to preview your animation. The floating box should temporarily disappear now.

Inserting Actions in Your Animation

The *Actions Track* in the *Timeline Editor* lets you Command-click to insert action markers. You can connect these markers with scripted actions available from the *Actions* menu in the companion *Action Inspector*. For detailed instructions on using actions with the *Timeline Editor*, please refer to *Part 13 — Using Actions*, starting on page 269.

Using Multiple Scenes

Adobe GoLive's *Timeline Editor* tool lets you save multiple scenes with each document. All scenes share the same document window, but they use different "actors" (or floating boxes) that travel along separate animation paths. Scenes make your animations more flexible and easier to handle. You can play them back simultaneously, or start and stop individual scenes through scripted actions. You can have the browser autoload scenes (the default setting), use scripted actions to trigger playback, or let the user select a scene by clicking a button.

To create multiple scenes, proceed as follows:

1   Create an animation as outlined in the preceding sections. The first animation you create in a document window is named *Scene 1* by default.

2   Choose the *New Scene…* command from the *Scenes Menu* in the upper left corner of the *Timeline Editor*.

3   A dialog box appears, prompting you to name the new scene.

4   Enter a descriptive name and click *OK* to have Adobe GoLive create a new scene.

5   Note that the time tracks in the *Timeline Editor* haven't changed. The keyframes for the first animation still exist; they are used in the first scene you have created. Leave them unchanged while you are working on Scene 2. (To edit them, go to the *Scenes Menu* and switch back to the first scene.)

6   Add and animate floating boxes for the new scene, as outlined in the preceding sections, then preview the entire animation by clicking the *Play* button in the *Timeline Editor*.

Having created two scenes, you may now want to coordinate playback. By default, scenes are set to Autoplay—that is, all scenes play back after the browser finishes loading the page. If you want to have them played back one by one, instruct the browser to switch to the second scene after the first has completed playing back. To do this, disable the autoplay option for the second scene and insert a *Play Scene* action on the *Actions Track* of the first scene. (If the first scene

is a looped animation or palindrome, insert a *Play Scene* action followed by a *Stop Scene* action.)

To have the browser switch to the second scene during playback, proceed as follows:

1   Go to Scene 2 and click the *Autoplay* button ⌨➡ to disable automatic playback.

2   Return to Scene 1 and Command-click the *Actions Track* anywhere before the last keyframe position to insert an action marker (indicated by a question mark icon ❓).

3   Go to the *Action Inspector* and choose *Play Scene* from the *Actions* menu, then enter the name of the scene in the *Name* text box. The *Play Scene* action instructs the browser to switch to the specified scene after finishing playback of the current scene.

The Action Inspector
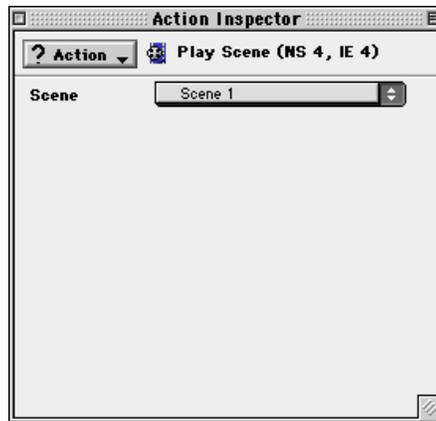
4   On the *Actions Track*, the *Play Scene* action icon 🔷 replaces the marker.

5   If the first scene is a looped animation or a palindrome, Command-click the *Actions Track* at the very last keyframe and insert a *Stop Scene* action. The *Stop Scene* action icon 🚫 appears.

     The *Stop Scene* action stops the playback of a scene, even if it is an endless loop. Be sure to insert this action after the *Play Scene* action; otherwise, the animation stops before scenes can be switched.

6   Return to the first scene and preview the animation in the browser. Scenes should be switched during playback now.

7   You can continue to add more scenes and automate playback as outlined above.

Alternatively, to give visitors more control over your animation, you can also attach the *Play Scene* action to a button image or hyperlink text in the *Layout* view. For detailed instructions on using actions with button images and text, see *Part 13 — Using Actions*, starting on page 269.

Part 13—   Using Actions

In Part 13, you'll find a complete reference of the scripted actions that Adobe GoLive supports, complete with instructions for using the respective *Inspector* to set them up and tips about when to use them.

After the *General* section, which describes where and how you can use actions to control animations, the following sections describe the actions that Adobe GoLive supports:

- *Get Form Value* (see page 275) reads the current content of a form text field.
- *Get Floating Box Position* (see page 276) reads the current position of a floating box.
- *Preload Image* (see page 277) makes the browser cache the component images of a button image before building the page display.
- *Random Image* (see page 278) swaps the content of an image in a random sequence.
- *Set Image URL* (see page 280) lets you swap the content of a plain image.
- *Go Last Page* (see page 281) jumps to the page visited last.
- *Goto Link* (see page 282) jumps to a specified URL.
- *Navigate History* (see page 283) jumps to a specified page in the browser's history window.
- *Open Window* (see page 284) opens a second browser window.
- *Document Write* (see page 285) replaces an *Inline Action Item* with text or HTML code, a value supplied by an action, or the value of a variable.
- *Open Alert Window* (see page 286) displays a custom alert message in the browser.
- *Set Status* (see page 287) displays a custom message in the status line of the browser.
- *Drag Floating Box* enables the visitor to drag an object in a floating box across the browser window and drop it anywhere on the page (see page 288).

- *Flip Move* (see page 289) moves a floating box between two alternative positions.
- *Move By* (see page 290) moves a floating box horizontally and/or vertically.
- *Move To* (see page 292) moves a floating box to a user-specified position.
- *Play Scene & Stop Scene* (see page 293) lets you control the playback of scenes.
- *Play Sound & Stop Sound* (see page 294) lets you control the playback of audio tracks.
- *Show Hide* (see page 296) controls the visibility of floating boxes.
- *Stop Complete* (see page 297) stops all animations and audio tracks.
- *Wipe Transition* (see page 297) wipes objects in a floating box "in and out" using a smooth visual transition.
- *Netscape CSS Fix* (see page 299) is a workaround script for several program errors in Netscape Navigator.
- *Resize Window* (see page 300) lets you dynamically set the size of the browser window.
- *Scroll Down, Left, Right, Up* (see page 300) scroll the content of the browser window to the left, the right, up or down.
- *Set Back Color* (see page 301) sets the background color of a page.
- *Condition* (see page 302) monitors the browser window for a single-shot event and triggers an action when a specified condition is fulfilled.
- *Action Group* (see page 303) allows for grouping multiple actions and run them all at the same time.
- The *Idle, Intersection, and Timeout* actions (see page 305 and following) interwork to monitor the browser window for a certain event and trigger an action when a specified condition is fulfilled.
- *Call Action* (see page 304) calls an action to be executed from the head section of the page.
- *Call Function* (see page 305) calls a function from the head section of the page or an external JavaScript library.
- *Key Compare* (see page 308) launches an action when the visitor hits a selected key.
- *Declare Variable* (see page 310) lets you declare a variable. Each variable has a well-defined data type, which represents a typical

property of an object in the browser window. You can name each variable and assign any of the following values: *string, floating point value, URL, color, layer (floating box) position, image URL*, etc.

- *Init Variable* (see page 311) lets you assign an initial value to each variable when the page loads.
- *Read Cookie* (see page 312) reads the content of a cookie saved to the visitors hard disk using the *Write Cookie* action.
- *Set Variable* (see page 314) lets you dynamically assign a value to a variable at runtime.
- *Test Variable (see page 313)* reads the current value of a variable.
- *Write Cookie* (see page 315) saves the value of a variable in a cookie on the visitor's hard disk, thus making it persistent.

General

Adobe GoLive comes with a complete set of ready-to-use scripted actions that are fully compatible with the 4.x releases of Netscape Navigator and Microsoft Internet Explorer. Some actions work with 3.0 browsers. You can attach actions to animations created with the *Timeline Editor*, button images, linked normal images, and hyperlinks created with the *Text Inspector*. To specify an action, choose an item from the *Actions* menu, which is available in three places throughout Adobe GoLive:

- the *Action Inspector* that appears when you insert an action marker on the *Actions Track* of the *Timeline Editor* or an action item from the *Palette* into the head section of the page (see *Action Item* on page 246)
- the *Actions* tabs of the *Button Inspector, Image Inspector,* and *Clickable Image Inspector*
- the *Actions* tab of the *Text Inspector*

The *Actions* Menu

The *Actions* menu is a hierarchical menu with six topical submenus (see below).
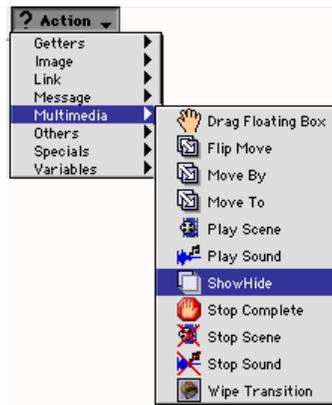
The actions in the eight submenus represent the following categories:

- *Getters*: The actions in this category read and store the value of an object in the browser window (see *Get Form Value* on page 275 and the following section).
- *Image*: The actions in this category let you control the appearance of images (see *Preload Image* on page 277 and the following sections).
- *Link:* The actions in this category can be used to control the content of the browser window, for example by replacing the active Web page (see *Goto Link* on page 282 and the following sections).
- *Message:* The actions in this category can be used to generate an HTML page "on the fly" and give hints or instructions to the visitor (see *Document Write* on page 285, *Open Alert Window* on page 286, and *Set Status* on page 287).
- *Multimedia:* The actions in this category (see page 288 and following pages) control multimedia items, such as scenes in the *Timeline Editor*, objects in *Floating Boxes*, and audio file playback.
- *Others:* This category *contains miscellaneous* actions (see page 299 and following pages) *that fix program errors in browsers, scroll the page content, and set the size and background color of the browser window.*

- *Specials:* The actions in this category (see page 302 and following pages) can be used to monitor the browser window for certain events and control other actions. Also contained in this category is an action that triggers multiple actions at the same time.
- *Variables*: The actions in this category (see page page 309) allow Web authors to use variables as an input to other scripted actions, replacing settings you would make in the respective *Inspector.*

Action Triggers

For an action to run, it needs a trigger:

- In the *Timeline Editor* (page 232), actions are triggered automatically depending on their position relative to the time track.
- In the *Actions* tabs of the *Button Image Inspector, Image Inspector, Clickable Image Inspector,* and *Text Inspector,* you must specify an event trigger. Six mouse events and two key events are available:
  - *Mouse Click* triggers an action after a single mouse click on a button image or text.
  - *Mouse Enter* triggers an action when the mouse pointer is moved over a button image or text.
  - *Mouse Exit* triggers an action when the mouse pointer is moved away from a button image or text.
  - *Double click* triggers an action when the user double-clicks a button image or text.
  - *Mouse down* triggers an action when the user presses the mouse button while the cursor is on a button image or text.
  - *Mouse up* triggers an action when the user releases the mouse button while the cursor is on a button image or text.
  - *Key down* and *Key press* trigger an action when the user presses any key.
  - *Key up* triggers an action when the user releases any key.

• The head section of the page provides additional options for triggering actions. The *Action Inspector* features a popup menu (see below) that lets you specify when and how an action in the head section should be executed.

The Exec Popup Menu in the Action Inspector

This popup menu lets you specify when and how an action should be executed.

This text box lets you name an action you want to call using the Call Action action.

The *Exec* popup menu offers the following options:

- *OnLoad* (default option): Triggers the action when the browser loads the page. This is the default behavior already implemented in previous versions of Adobe GoLive.
- *OnUnload*: Triggers the action when the browser leaves the page.
- *OnParse:* This is a special trigger that instructs the browser to launch an action while it loads the body section of the page.
- *OnCall*: With this option, you can have the action called later in the browser session by using the *Call Action* action (see page 304). When you create an *OnCall* action, Adobe GoLive assigns a default name (for example: B289B5EE0) that appears in the *Name* text box next to the popup menu. You can overwrite this name with a clear-text description that is easier to retrieve. Please note that the name you enter here must be unique, that is, it must not be used by any other variable or action in the page.

Get Form Value

The *Get Form Value* action reads the current content of a form element from the body of the current page. This action depends on input from the visitor in the form text field.

To set up a *Get Form Value* action, proceed as follows:

1 Insert an *Action Item* in the head section of the page (see page 246).

2 Choose *the Get Form Value option* from the *Getter* submenu of the *Actions* menu in the *Action Inspector (see page 272).*

This text box lets you name the action, so you can call it using the *Call Action* action.

3 In the *Exec* menu, set the *Exec* trigger to *OnUnload*. (You can also use the *OnCall* action if you attach it to a form image that serves as a Submit button.)

4 Go to the *Form* text box and enter the name of the form that contains the text field.

5 Go to the *Element* text box and enter the name of the text field whose content you want to read.

6 If your form contains more elements you want to have read, insert more *Get Form Value* actions and set them up as required.

7 Set up companion actions that process the result—for example, a *Set Cookie* action (see page 315 later in this chapter) that stores the contents of various *Get Form Value* actions on the visitor's hard disk.

Get Floating Box Position

The *Get Floating Box Position* action reads the current position of a floating box traveling across the page. You can process this information using, for example, an *Idle* action that moves a second floating box to current position of that floating box. This creates the impression that the second object trails behind the first object.

To set up a *Get Floating Box Position* action, proceed as follows:

1 Prepare an animation with two floating boxes. Open the *Timeline Editor* and record an animation path for the first floating box.

2 Make sure that the second floating box has only one keyframe, so it is static and unmoving. (You will move this floating box using the Idle action indicated in the introduction at the top of this page.)

3 Insert an *Action Item* in the head section of the page (see page 246).

4 Choose *the Get Floating Box Position option* from the *Getter* submenu of the *Actions* menu in the *Action Inspector (see page 272)*.

Setting Up the Get Floating Box Position Action in the Action Inspector

This popup menu lets you specify when and how the action should be executed.

Choose the Get Form Value option from the Actions menu.

Use this text box to select the floating box you want to monitor.
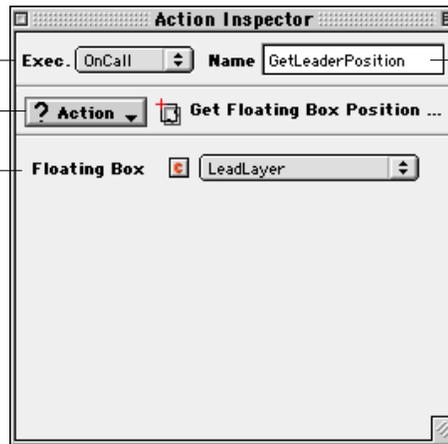
This text box lets you name the action, so you can call it using the *Call Action* action.

5 Set the trigger to *OnCall* in the *Exec* menu and name the action, for example, *GetLeaderPosition*.

6 Select the floating box you want to monitor from the lowermost popup menu.

7 Insert another *Action Item* in the head section of the page and leave its trigger set to *OnLoad*.

8 Choose *the Idle option* from the *Specials* submenu of the *Actions* menu in the *Action Inspector*.

9 Enter an appropriate time interval in the *Timeout* text box of the *Condition* tab.

10 Go to the *True* tab and choose *Move To* as the action that should be executed when the condition evaluates to true (see example below).

11 Choose the floating box you want to move, for example *followlayer*.

12 Click the small icon next to the *Pos* option until the green question mark and the popup menu appear to let you choose an action.

13 Choose the *Get Floating Box Position* action defined in previous steps, for example *GetLeaderPosition*. This action will supply the position the floating box will be moved to.

Setting Up the Supplementary Idle Action for the Get Floating Box Position Action
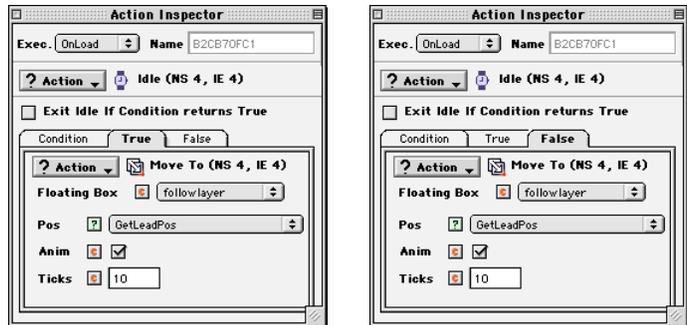
14 Repeat for the *False* tab.

15 Preview the action in a 4.x browser (see page 563.)

Preload Image

The *Preload Image* action forces the browser to cache the component images of a button image (see page 236). Although the page may take longer to load initially, this script improves the responsiveness of the animation because the browser need not load alternative images from the Web server each time the visitor clicks or moves the mouse cursor over the *Button Image* (for reference on Button Images and Actions see pages 236 and 239). This script is reserved for use with an *Action Item* in the head section of the page that holds the *Button Image*.

To set up a *Preload Image* action, proceed as follows:

1 Insert an *Action Item* in the head section of the page (see page 246).

2   Choose *the Preload Image option* from the *Image* submenu of the *Actions* menu in the *Action Inspector (see page 272)*.

Setting Up the Preload Image Action in the Action Inspector

This popup menu lets you specify when and how an action should be executed.

Choose the Preload Image option from the Actions menu.

This checkbox converts the path to the referenced ActiveX control to an absolute path. This option is discussed in the section *Setting Up Adobe GoLive to Use Absolute Paths* on page 719 in Chapter 17, *Managing Web Sites with Adobe GoLive*.
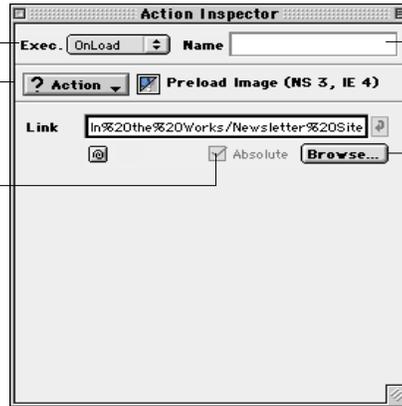
This text box lets you name the action, so you can call it using the *Call Action* action.

Use these options to specify the image to be cached by the browser.

3   Use *Point & Shoot* to select an image in the *Site* window (see section "Point & Shoot" on page 158 in chapter "Building Web Pages", for reference), enter the URL of the image in the *Link* text box, or click *Browse…* and select an image file on your hard disk in the subsequent file selection dialog box.

4   Repeat steps 1 to 3 for each component image used in the *Button Image* animation.

5   View the *Button Image* in a 4.x browser and check whether the responsiveness of the animation has improved (for detailed information on how to use browsers for previewing please see the section *Using the Browser Launcher* on page 563 in Chapter 14, *Previewing Your Work*).

Random Image

The *Random Image* action swaps the content of an image in a random sequence, based on an external trigger (for example a mouse-click through the visitor). You can specify a maximum of three alternative images for the base image.

To set up a *Random Image* action for a normal image, proceed as follows:

1   In *Layout* mode, insert an image placeholder.

2   Go to the *Basic* tab of the *Image Inspector* and reference an image, as explained in the section *Images* starting on page 149 in Chapter 4, *Building Web Pages*.

3   Switch to the *Spec.* tab of the *Image Inspector* and enter a unique name in the *Name* text box.

⚠ The *Random Image* action requires that the base image be named. Naming the base image ensures that it appears in the *Base Image* popup menu in the *Actions* tab of the *Image Inspector*.

4 Switch to the *Link* tab of the *Image Inspector* and click the *New Link* button.

⚠ This step is required in order for the *Random Image* action to work with a normal image. You don't need to specify any target for this link; you can leave the *Empty Reference* in place in the *URL* text box.

Setting Up the Random Image Action in the Image Inspector

Click the "+" button to enable action attachment.

Use this option to choose a mouse or key event that triggers the action.

Choose the Random Image option from the Actions menu.

Use this option to specify the base image.

Use this option to specify the first alternative image.

Use this option to specify the second alternative image.

Use this option to specify the third alternative image.
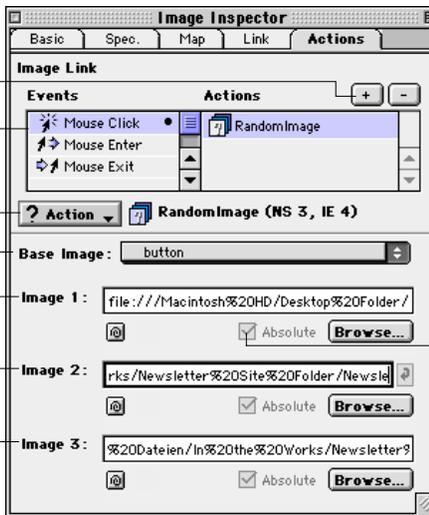
This checkbox converts the path to the referenced ActiveX control to an absolute path. This option is discussed in the section *Setting Up Adobe GoLive to Use Absolute Paths* on page 719 in Chapter 17, *Managing Web Sites with Adobe GoLive*.

5 Go to the *Actions* tab of the *Image Inspector*, select a mouse or key event, and click the "+" button.

6 Choose *the Random Image option* from the *Image* submenu of the *Actions* menu in the *Image Inspector*.

7 Go to the *Base Image* popup menu and select the base image you want to have swapped in a random sequence.

8 Use *Point & Shoot (*see page 158*)* to select alternative images for Image 1, Image 2, and Image 3 from the *Site* window. You can also enter the three URLs in the *Image 1*, *Image 2*, and *Image 3* text boxes or click *Browse…* and select each image in the subsequent file selection dialog box.

9 Preview the action in a 4.x browser (see page 563.)

⚠ The *Random Image* action requires equally sized images in order to avoid scaling problems when viewing the action in a browser.

Set Image URL

The *Set Image URL* action lets you swap the content of an image in the browser window—for example, an animated banner at the top of the page. You can exchange an image dynamically by inserting two keyframes in the *Timeline Editor* and adding complementary *Set Image URL* actions at the same positions relative to the time track. Or you can attach the action to buttons or text items to let the visitor decide. If you opt for buttons, you need two images per action: one button image as a control and one plain image whose content will be swapped.

To set up a *Set Image URL* action in the *Timeline Editor* or attach it to a button image or hyperlink text in the *Layout* view, proceed as follows:

1 Command-click the *Actions Track* of the *Timeline Editor* to insert an action marker, or select a mouse or key event and click the "+" button in the *Actions* tab of the *Button Inspector* or *Text Inspector*.

2 Choose *Set Image URL* from the *Image* submenu of the *Actions* menu in the respective *Inspector*.

Setting Up an Set Image URL Button in the Action Inspector

Click the "+" button to enable action attachment.

Use this option to choose a mouse or key event that triggers the action.

Choose Set Image URL from the Actions menu.

Use this menu to select the image you want to dynamically exchange.

Use these options to specify an alternative image.
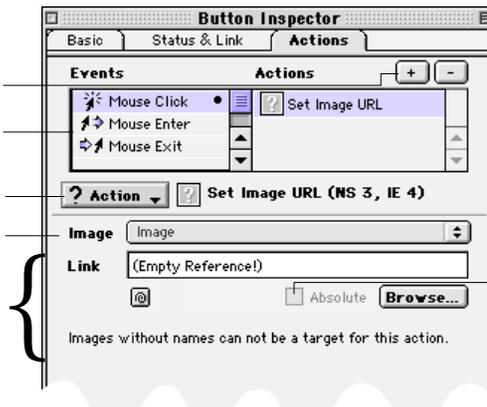
This checkbox converts the path to the referenced image to an absolute path. This option is discussed in the section *Setting Up Adobe GoLive to Use Absolute Paths* on page 719 in Chapter 17, *Managing Web Sites with Adobe GoLive*.

3 Select the plain image you want to exchange from the *Image* pop-up menu. To list the image, it must be named in the *Spec.* tab of the *Image Inspector*. To name it, type text in the *Name* text box within the *Form* section.

⚠ The *Set Image URL* action requires images of equal size to avoid problems through scaling.

4 Use *Point & Shoot* to link to an image file in the *Site Window*, type in the URL path to the alternative image in the *Link* text box, or click *Browse* and locate a local image file in the subsequent file selection dialog.

5 Preview the action in a 4.x browser. The second image will be scaled to match the size of the first graphic.

6 To restore the base image, add a second keyframe and *Set Image URL* action pair to the *Actions Track* of the *Timeline Editor*, or add a second button image or text item.

7 Repeat steps 2 through 4 for the new action. When repeating step 4, make sure you reference the original image displayed before the first *Set Image URL* is executed.

8 Preview the action in a 4.x browser.

Tip: You can create a slide show by adding multiple *Set Image URL* actions and a complementary keyframe on the Actions *Track* of the *Timeline Editor*.

Go Last Page

The *Go Last Page* action forces the visitor's browser to jump to the page visited last. If you use this action, you should give a hint to the visitor that his or her browser returns to a page already visited.

Setting Up the Go Last Page Action in the Text Inspector

Click the "+" button to enable action attachment.

Use this option to choose a mouse or key event that triggers the action.

Choose the Go Last Page option from the Actions menu in the Action Inspector.
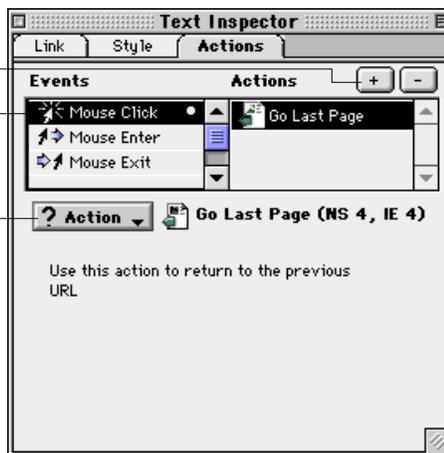
To set up a *Go Last Page* action, proceed as follows:

1   Command-click the *Actions Track* of the *Timeline Editor* to insert an action marker, or select a mouse or key event and click the "+" button in the *Actions* tab of the *Text Inspector, Image Inspector, or Button Inspector*.

2   Select *the Go Last Page option* from the *Link* submenu of the *Actions* menu.

3   Preview the action in a 4.x browser.

Goto Link

The *Goto Link* action jumps to a user-specified URL. When using this action to jump to another site, it is good practice to give visitors a hint that they are going to move to another location on the Web.

Setting Up a Goto Link Button in the Button Inspector

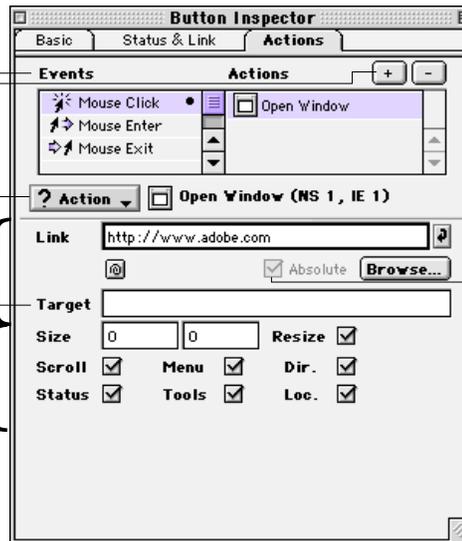Use this option to choose a mouse or key event that triggers the action.

Click the "+" button to enable action attachment.

Choose Goto Link from the Actions menu.

Use these options to specify the destination on the Web or within your site.

Use this text box to specify the target frame within a frame set.

This checkbox converts the path to the referenced image to an absolute path. This option is discussed in the section *Setting Up Adobe GoLive to Use Absolute Paths* on page 719 in Chapter 17, *Managing Web Sites with Adobe GoLive*.

To set up a *Goto Link* action in the *Timeline Editor or* for a button image in the *Layout* view, proceed as follows:

1   Command-click the *Actions Track* of the *Timeline Editor* to insert an action marker, or select a mouse or key event and click the "+" button in the *Actions* tab of the *Button Inspector*. (Using this action with text may confuse visitors. Use a normal text hyperlink instead.)

2   Choose *Goto Link* from the *Actions* menu.

3   Click the small icon next to the *Link* option to specify who should
    supply the Web address:

    The red "C" icon (default) displays a text box, Point &
    Shoot button and Browse button combination to let
    you specify a fixed Web address.

    The green question mark icon displays a popup menu
    that lets you choose an action.

    The blue ball icon displays a popup menu that lets you
    select a variable that holds the Web address.

4   If the current page is located in a frame set (see page 430), use
    the *Target* text box to specify a target frame where the referenced
    page should appear.

5   Preview the action in a 4.x browser.

Navigate History

The *Navigate History* action makes the visitor's browser jump back by
a specified number of pages in the history window. If you use this ac-
tion, you should give a hint to the visitor that his or her browser re-
turns to a page already visited.

*Setting Up the Navigate History Action in
the Button Inspector*

Use this option to choose a mouse or key event
that triggers the action.

Click the "+" button to enable action attachment.

Choose the Navigate History option from the Ac-
tions menu in the Button Inspector.

To set up a *Navigate History* action, proceed as follows:

1   Command-click the *Actions Track* of the *Timeline Editor* to insert
    an action marker, or select a mouse or key event and click the "+"
    button in the *Actions* tab of the *Text Inspector, Image Inspector, or
    Button Inspector*.

2 Select *the Navigate History option* from the *Link* submenu of the *Actions* menu.

3 Enter an integer number in the *Go Where:* text box to specify the number of pages you want the browser to jump back or forth.

4 Preview the action in a 4.x browser (page 563).

Open Window

The *Open Window* action lets you open a second window on top of the browser's default window. You can select what the new window will display by specifying an URL.
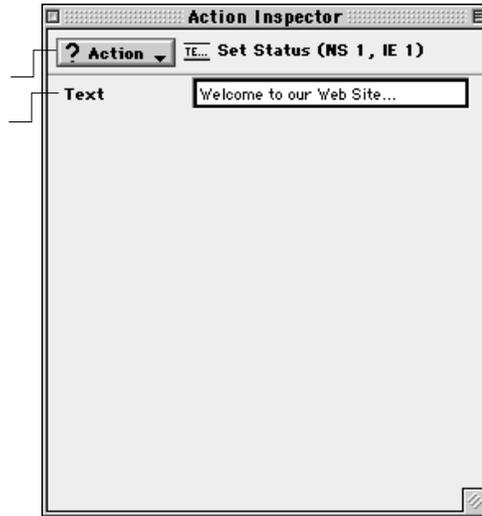
To set up an *Open Window* action in the *Timeline Editor* or attach it to a button image or hyperlink text in the *Layout* view, proceed as follows:

1 Command-click the *Actions Track* of the *Timeline Editor* to insert an action marker, or select a mouse or key event and click the "+" button in the *Actions* tab of the *Button Inspector* or *Text Inspector*.

2 Choose *Open Window* from the *Link* submenu of the *Actions* menu in the respective *Inspector*.

Setting Up an Open Window Action in the Action Inspector

Use this option to choose a mouse or key event that triggers the action.

Click the "+" button to enable action attachment.

Choose Open Window from the Actions menu.

Use these options to specify a destination on the Web or within your site.

Use this text box to specify the target frame within a frame set.

Use these options to set the initial window properties, such as size and resizing capability.

Button Inspector

Basic   Status & Link   **Actions**

Events   Actions   [+] [−]

Mouse Click   Open Window
Mouse Enter
Mouse Exit

? Action ▾   Open Window (NS 1 , IE 1)

Link   http://www.adobe.com

☑ Absolute   **Browse...**

Target

Size   0   0   Resize ☑

Scroll ☑   Menu ☑   Dir. ☑

Status ☑   Tools ☑   Loc. ☑

This checkbox converts the path to the referenced image to an absolute path. This option is discussed in the section *Setting Up Adobe GoLive to Use Absolute Paths* on page 719 in Chapter 17, *Managing Web Sites with Adobe GoLive*.

3 Use *Point & Shoot* to link to a page or URL in the *Site Window* (page 158), type in the URL in the *Link* text box, or click *Browse* and locate a local Web page in the subsequent file selection dialog.

4   If the current page is located in a frame set (see page 430), use the *Target* text box to specify a target frame where the referenced page should appear.

5   Enter appropriate values (in pixels) in the *Size* text boxes to determine the initial size of the window when the browser opens it.

6   Click the *Resize* checkbox to allow resizing within the browser.

7   Click the *Scroll* checkbox to control the display of scroll bars within the browser window.

8   Click the *Menu* checkbox to control the display of the browser's menu bar.

9   Click the *Dir* checkbox to control the display of the standard browser directory buttons, such as "What's New" and "What's Cool".

10   Click the *Tools* checkbox to control the display of the browser's toolbar.

11   Preview the action in a 4.x browser (page 563).

Document Write

The *Document Write* action is a companion action to the *Inline Action Item*. It replaces an *Inline Action Item* with text or HTML code you specify, the current value retrieved by an action, or the value of a variable.

To set up a *Document Write* action, proceed as follows:

1   Insert an *Inline Action Item* (see page 248) at a convenient location in the body section of the page.

2   Choose *the Document Write option* from the *Message* submenu of the *Actions* menu in the *Action Inspector (see page 272)*.

Setting Up a Document Write Action in the Action Inspector

Choose Document Write from the Actions menu.

Use this option to the source of the HTML.

3   Click the small icon next to the *HTML* option to specify the source that should supply the HTML:

 The red "C" icon displays a text box or another control, depending on the object the action manipulates.

 The green question mark icon displays a popup menu that lets you choose an action.

 The blue ball icon displays a popup menu that lets you select a variable defined in the page.

4   Preview the action in a 4.x browser (see page 563.)

Open Alert Window

The *Open Alert Window* action lets you open an alert dialog box with a custom text message to alert the visitor to some problem—for example, a preferred browser version for viewing a page.

An Alert Window Displayed in Netscape Navigator 4.0
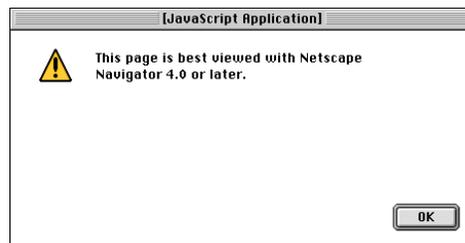
To set up an *Open Alert Window* action in the *Timeline Editor* or attach it to a button image or hyperlink text in the *Layout* view, proceed as follows:

1   Command-click the *Actions Track* of the *Timeline Editor* to insert an action marker, or select a mouse or key event and click the "+" button in the *Actions* tab of the *Button Inspector* or *Text Inspector*.

2   Choose *Open Alert Window* from the *Message* submenu of the *Actions* menu in the respective *Inspector*.

3   Click the small icon next to the *Message* option to specify the
    source that should supply the HTML:

    The red "C" icon displays a text box to let you enter a
    fixed message.

    The green question mark icon displays a popup menu
    that lets you choose an action that supplies text.

    The blue ball icon displays a popup menu that lets you
    select a variable defined in the page.

4   Preview the action in a 4.x browser (see page 563).

Set Status

The *Set Status* action allows you to display a custom text message in
the status line at the bottom of the browser's document window.

To set up a *Set Status* action in the *Timeline Editor* or attach it to a
button image or hyperlink text in the *Layout* view, proceed as follows:

1   Command-click the *Actions Track* of the *Timeline Editor* to insert
    an action marker, or select a mouse or key event and click the "+"
    button in the *Actions* tab of the *Button Inspector* or *Text Inspector*.

2   Choose *Set Status* from the *Message* submenu of the *Actions* menu
    in the respective *Inspector*.

Setting Up a Set Status Button in the Action Inspector

Choose Set Status from the Actions menu.

Use this text box to enter the message.

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╟──────────────────────────────────────────╢
║ [ ? Action ▾ ] [TE... Set Status (NS 1, IE 1)] ║
║                                          ║
║  Text        [Welcome to our Web Site...] ║
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║                                          ║
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3   Enter the desired message in the *Text* text box.

4   Preview the action in a 4.x browser (see page 563).

Drag Floating Box

The *Drag Floating Box* action allows visitors to drag a floating box around the page in their browser window.

To set up a *Drag Floating Box* action in the *Timeline Editor*, proceed as follows:

1   Insert a floating box and fill it with content (see page 214). Be sure to let visitors know that they can drag an item around.

2   Insert an *Action Item* into the head section of the page (see page 246 for instructions).

3   Choose *Drag Floating Box* from the *Multimedia* submenu of the *Actions* menu in the *Action Inspector*.

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┌──────────────────────────────────────────┐
│ □ ░░░░░░░░░░░  Action Inspector  ░░░░░░░ ▤ │
│ ┌──────────┐ ┌────────────────────────┐   │
│ │ ? Action ▾│ │ ⚙ Drag Floating Box (NS 4, I...│
│ └──────────┘ └────────────────────────┘   │
│ Floating Box  [ leadlayer          ▼ ]    │
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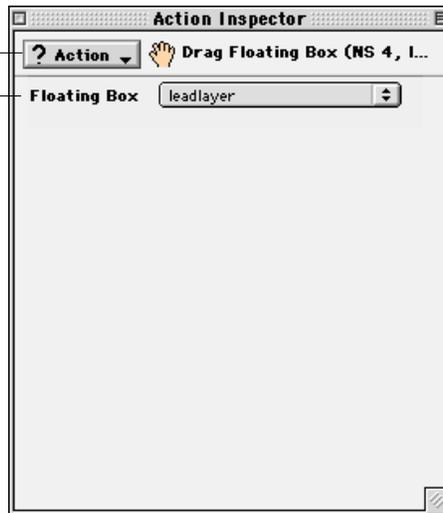
4   Go to the *Layer* menu and choose the floating box you want to
    assign the action to. The floating boxes in the current page are
    named *Layer*, *Layer 1*, *Layer 2*, and so on, unless you have re-
    named them in the *Floating Box Inspector* (see page 253).

5   Preview the action in a 4.x browser. You should now be able to
    drag around the item(s) in the floating box.

Flip Move

When triggered for the first time, the *Flip Move* action moves a float-
ing box to a user-specified position. When triggered for the second
time, it moves the floating box back to its start point. For example,
you can attach this action to a button to let the user flip an object
into view that is initially hidden behind the edge of the page and flip
it back out of sight again.

To set up a *Flip Move* action in the *Timeline Editor* or attach it to a
button image or hyperlink text in the *Layout* view, proceed as fol-
lows:

1   Command-click the *Actions Track* of the *Timeline Editor* to insert
    an action marker, or select a mouse or key event and click the "+"
    button in the *Actions* tab of the *Button Inspector* or *Text Inspector*.

2   Choose *Flip Move* from the *Multimedia* submenu of the *Actions*
    menu.

3 Go to the *Layer* menu and choose the floating box you want to assign the action to. The floating boxes in the current page are named *Layer, Layer 1, Layer 2*, and so on, unless you have re-named them in the *Floating Box Inspector* (see page 253).

4 Use the *Pos 1* and *Pos 2* text boxes to edit the start and end points for the flip move action, or drag the floating box to the desired start point and click *Get* to use those coordinates for *Pos1*. Repeat for *Pos2* to determine the end point.

5 Make sure the *Anim* checkbox is selected.

6 Enter a value in the *Ticks* text box to specify animation speed. One tick equals 1/60 of a second. The higher the number of ticks, the slower the object moves.

7 Preview the action in a 4.x browser (see page 563).

Move By

The *Move By* action moves a floating box horizontally and/or verti-cally by a user-specified offset.

To set up a *Move By* action in the *Timeline Editor* or attach it to a but-ton image or hyperlink text in the *Layout* view, proceed as follows:

1 Command-click the *Actions Track* of the *Timeline Editor* to insert an action marker, or select a mouse or key event and click the "+" button in the *Actions* tab of the *Button Image* or *Text Inspector*.

2 Choose *Move By* from the *Multimedia* submenu of the *Actions* menu.

*Setting Up a Move By Action in the
Text Inspector*

Use this option to choose a mouse or key event
that triggers the action.

Click the "+" button to enable action attach-

Choose Move By from the Actions menu.

Use this menu to select the box you want to

Use this option to specify the horizontal offset.

Use this option to specify the vertical offset.

Text Inspector

| Link | Style | **Actions** |

Events   **Actions**   [+] [−]

Mouse Click
Mouse Enter
Mouse Exit

? Action ▾   Move By (NS 4, IE 4)

Floating Box   [layer]

DeltaX   50

DeltaY   50

3 Go to the *Layer* menu and choose the floating box you want to
   assign the action to. The floating boxes in the current page are
   named *Layer*, *Layer 1*, *Layer 2*, and so on, unless you have re-
   named them in the *Floating Box Inspector* (see page 253).

4 Click the small icon next to the *Floating Box* option to specify who
   should supply the floating box parameters:

   The red "C" icon (default) displays a popup menu and
   text boxes to let you enter your own constant values.

   The green question mark icon displays a popup menu
   that lets you choose an action, such as *Get Floating Box
   Position* (see page 276).

   The blue ball icon displays a popup menu that lets you
   select a variable defined in the page.

The following instructions assume that you use constants:

5 Use the *DeltaX* text box to specify the number of pixels by which
   you want to move the floating box horizontally.

6 Use the *DeltaY* text box to specify the number of pixels by which
   you want to move the floating box vertically.

7 Make sure the *Anim* checkbox is selected, then preview the action
   in a 4.x browser.

Move To

The *Move To* action is a "one-way" version of *Flip Move* (see page 289). It moves a floating box to a user-specified position, where it remains for the rest of the browser session.

To set up a *Move To* action in the *Timeline Editor* or attach it to a button image or hyperlink text in the *Layout* view, proceed as follows:

1 Command-click the *Actions Track* of the *Timeline Editor* to insert an action marker, or select a mouse or key event and click the "+" button in the *Actions* tab of the *Button Image* or *Text Inspector*.

2 Choose *Move To* from the *Multimedia* submenu of the *Actions* menu.

Setting Up a Move To Action in the Button Inspector

Use this option to choose a mouse or key event that triggers the action.

Click the "+" button to enable action attachment.

Choose Move To from the Actions menu.

Use this menu to select the box you want to move.

Use these options to specify the end point.

Select this option to enable animation.

Use this option to specify animation speed.

3 Go to the *Layer* menu and choose the floating box you want to assign the action to. The floating boxes in the current page are named *Layer*, *Layer 1*, *Layer 2*, and so on, unless you have renamed them in the *Floating Box Inspector* (see page 253).

4 Click the small icon next to the *Floating Box* option to specify who should supply the floating box parameters:

The red "C" icon (default) displays a popup menu and text boxes to let you enter your own constant values.

The green question mark icon displays a popup menu that lets you choose an action, such as *Get Floating Box Position* (see page 276).

The blue ball icon displays a popup menu that lets you select a variable defined in the page.

The following instructions assume that you use constants:

5   Use the *Pos* text box to edit the end point for the *Move To* action, or drag the floating box to the desired end point and click *Get* to use those coordinates for the end position. The start point is implicit—that is, Adobe GoLive assumes you want the animation to start where the floating box is located before you define the end point.

6   Enter a value in the *Ticks* text box to specify animation speed. One tick equals 1/60 of a second. The higher the number of ticks, the slower the object moves.

7   Make sure the *Anim* checkbox is selected, then preview the action in a 4.x browser.

Play Scene & Stop Scene

The *Play Scene* and *Stop Scene* actions let you manage the playback of single-scene animations or multiple scenes created with the *Timeline Editor*. You can control multiple-scene animations dynamically by inserting *Play Scene* and *Stop Scene* actions on the action track of the *Timeline Editor* (see *Using Multiple Scenes* on page 267) or let the visitor control scene playback by clicking buttons labeled, for example, *Play* and *Stop*.

To set up a *Play Scene* action for a button image or hyperlink text in the *Layout* view, proceed as follows:

1   Select a mouse or key event and click the "+" button in the *Actions* tab of the *Button Inspector* or *Text Inspector*.

2   Choose *Stop Scene* from the *Multimedia* submenu of the *Actions* menu in the respective *Inspector*. (Inserting a *Stop Scene* action is good practice at this point; it stops any other animation that may still be playing when the visitor clicks the *Play* button.)

3   Click the "+" button one more time, then select *Play Scene* from the *Actions* menu.

4   Choose the scene you want the browser to play back from the *Scene* popup menu.

To set up a *Stop Scene* action for a button image or hyperlink text in the *Layout* view, proceed as follows:

1   Select a mouse or key event and click the "+" button in the *Actions* tab of the *Button Inspector* or *Text Inspector*.

2   Choose *Stop Scene* from the *Multimedia* submenu of the *Actions* menu in the *Inspector*.

3   Choose the scene you want the browser to stop from the *Scene* popup menu.

4   Preview the action in a 4.x browser (see page 563).

Play Sound & Stop Sound

You can insert the *Play Sound* and *Stop Sound* actions on the *Actions Track* of the *Timeline Editor* or attach them to a pair of *Play* and *Stop* buttons or text in the *Layout* view to control the playback of an audio track embedded by using a plugin.

Please note that the *Play Sound* action requires a cross-platform, cross-browser audio plugin that can be controlled by JavaScript.

To set up a *Play Sound* action in the *Timeline Editor* or attach it to a button image or hyperlink text in the *Layout* view, proceed as follows:

1   Insert a plugin placeholder and link it with a sound file (see *Plugins* in *Chapter 4, Building Web Pages*, starting on page 202). Name the audio plugin (the name is referenced later to tell the browser which plugin to play), then specify custom attributes and playback behavior in the *Plugin Inspector*.

2 Command-click the *Actions Track* of the *Timeline Editor* to insert an action marker, or select a mouse or key event and click the "+" button in the *Actions* tab of the *Button Inspector* or *Text Inspector*.

3 Choose *Stop Sound* from the *Multimedia* submenu of the *Actions* menu in the respective *Inspector*. (Inserting a *Stop Sound* action is good practice at this point; it prevents system crashes by stopping any other sound track that may still be playing when the visitor clicks the *Play* button.)

4 Pick the sound you want to stop from the *Name* popup menu.

5 Insert another action marker on the *Actions Track* of the *Timeline Editor* or click the "+" button in the *Button Inspector* or *Text Inspector* one more time, then select *Play Sound* from the *Multimedia* submenu of the *Actions* menu.

Setting Up a Play Sound Button in the Action Inspector

Use this option to choose a mouse or key event that triggers the action.

Click the "+" button to enable action attachment.

Choose Stop Sound, then Play Sound from the Actions menu.

Use this popup menu to pick the sound you want to have played back.
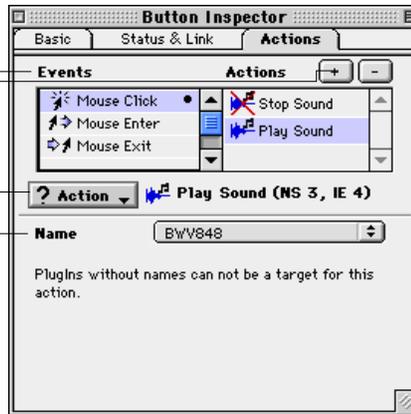
6 Choose the sound you want to start playing back from the *Name* menu.

7 Preview the action in a 4.x browser.

To set up a *Stop Sound* action, proceed as follows:

1 Command-click the *Actions Track* of the *Timeline Editor* to insert an action marker, or select a mouse or key event and click the "+" button in the *Actions* tab of the *Button Inspector* or *Text Inspector*.

2 Choose *Stop Sound* from the *Multimedia* submenu of the *Actions* menu in the respective *Inspector*.

3 Choose the sound you want to stop from the *Name* popup menu.

4 Preview the action in a 4.x browser.

Show Hide

The *Show Hide* action lets you control the visibility status of a floating box in the browser's document window. You can show or hide objects dynamically by inserting two keyframes in the *Timeline Editor* (see page 254, for instruction) and adding *Show Hide* actions to the time track of the floating box.

To set up a *Show Hide* action in the *Timeline Editor*, proceed as follows:

1 Command-click the *Actions Track* of the *Timeline Editor* to insert an action marker.

2 Choose *Show Hide* from the *Multimedia* submenu of the *Actions* menu in the *Action Inspector*.

Setting Up a Show Hide Button in the Action Inspector

Choose Show Hide from the Actions menu.

Use this menu to select the floating box you want to dynamically show or hide.

Use this menu to specify what should be done with the floating box.
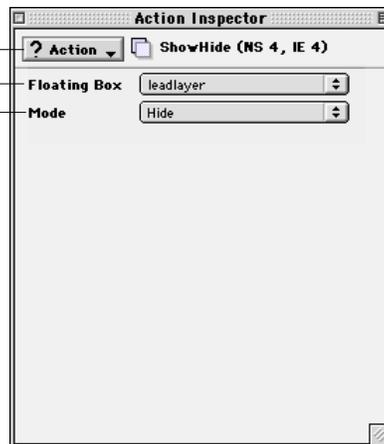
3 Go to the *Layer* menu and choose the floating box you want to assign the action to. The floating boxes in the current page are named *Layer, Layer 1, Layer 2,* and so on, unless you have renamed them in the *Floating Box Inspector* (see page 253).

4 Go to the *Mode* menu and choose what should happen to the floating box:

- *Hide* hides the floating box until a complementary *Show* action is executed.
- *Show* uncovers the floating box until a complementary *Hide* action is executed.
- *Toggle* shows or hides the floating box, depending on its current visibility status.

5 Create another keyframe and a complementary *Show Hide* action in the *Timeline Editor*.

6 Preview the action in a 4.x browser (see page 563).

Stop Complete

The *Stop Complete* action stops all animation in the browser's window. As a courtesy to visitors with slow connections, include a *Stop Animation* button in any animated page you create, allowing them to stop playback without choosing a menu command or editing browser preferences.

To set up a *Stop Complete* action for a button image or hyperlink text in the *Layout* view, proceed as follows:

1 Select a mouse or key event and click the "+" button in the *Actions* tab of the *Button Inspector* or *Text Inspector*.

2 Choose *Stop Complete* from the *Multimedia* submenu of the *Actions* menu in the *Action Inspector*.

Setting Up a Stop Complete Button in the Action Inspector

Use this option to choose a mouse or key event that triggers the action.

Click the "+" button to enable action attachment.

Choose Stop Complete from the Actions menu.
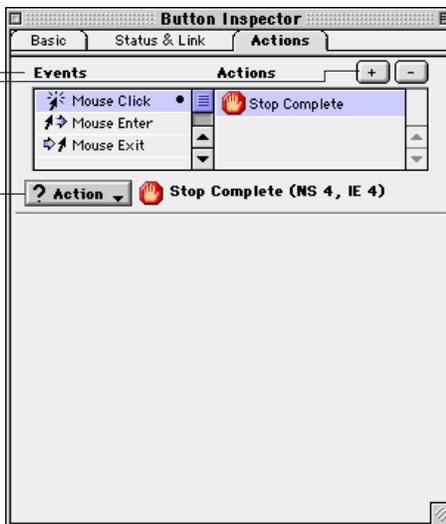
3 Preview the action in a 4.x browser (see page 563).

Wipe Transition

The *Wipe Transition action* fades floating boxes and their visible content in and out using a "shutter effect".

To set up a *Wipe Transition* action, proceed as follows:

1 In *Layout* mode, insert a floating box and provide some content. You can use a button image, a normal image, or text.

2 If you use a normal image or text, select the object and click the *New Link* button in the *Toolbar* or the respective *Inspector*.

⚠ This step is required in order for the *Wipe Transition* action to work with a normal image or text. You don't need to specify any target for this link; you can leave the *Empty Reference* in place in the *URL* text box.

3 Command-click the *Actions Track* of the *Timeline Editor* to insert an action marker, or select a mouse or key event and click the "+" button in the *Actions* tab of the *Button Inspector*, *Image Inspector*, or *Text Inspector*.

4 Choose *the Wipe Transition option* from the *Multimedia* submenu of the *Actions* menu.

Setting Up the Wipe Transition Action in the Button Inspector

Click the "+" button to enable action attachment.

Use this option to choose a mouse or key event that triggers the action.

Choose the Wipe Transition option from the Actions menu.

Use this menu to choose the floating box you want to wipe in or out.

Use this menu to pick a transition.

Use this option to specify how smooth the transition should be.

5 Go to the *Layer* menu and choose the floating box you want to assign the action to. The floating boxes in the current page are named *Layer*, *Layer 1*, *Layer 2*, and so on, unless you have re-named them in the *Floating Box Inspector* (see page 253).

6 Pick an option from the *Transition* menu to determine the way the floating box will be wiped in or out:

- Wipe Out From Left To Right
- Wipe In From Left To Right
- Wipe Out From Right To Left
- Wipe In From Right To Left
- Wipe Out From Top to Bottom
- Wipe In from Top to Bottom
- Wipe Out from Bottom to Top
- Wipe In from Bottom to Top

- Wipe Center Out
- Wipe Center In

7   Enter an integer in the *Steps* text box to determine the number of steps for the transition. The higher the number of steps, the smoother the transition appears.

8   Preview the action in a 4.x browser (see page 563).

Netscape CSS Fix

The *Netscape CSS Fix* action is a workaround for a program error in Netscape Navigator that causes Web pages to lose important CSS information when the visitor resizes the browser window.

To set up a *Netscape CSS Fix* action, proceed as follows:

1   Insert an *Action Item* in the head section of the page (see page 246).

2   Choose *the Netscape CSS Fix option* from the *Others* submenu of the *Actions* menu in the *Action Inspector*.

Setting Up the Netscape CSS Fix Action in the Action Inspector

This popup menu lets you specify when and how an action should be executed.

Choose the Netscape CSS Fix option from the Actions menu.
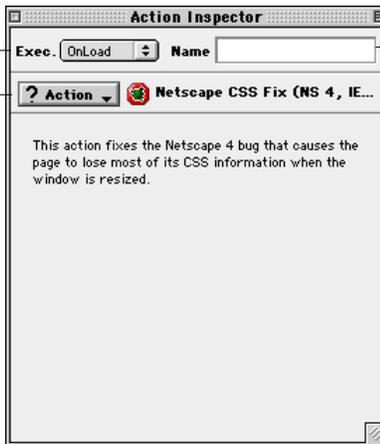
This text box lets you name the action, so you can call it using the *Call Action* action.

```
┌──────────────── Action Inspector ─────────────────┐
│ Exec. [ OnLoad ▼ ]  Name [                      ] │
│                                                    │
│ [ ? Action ▼ ]  🔴 Netscape CSS Fix (NS 4, IE...  │
│                                                    │
│   This action fixes the Netscape 4 bug that causes │
│   the page to lose most of its CSS information when │
│   the window is resized.                           │
│                                                    │
└────────────────────────────────────────────────────┘
```

3   Test-run your animations or actions in Netscape Navigator and Communicator 4.x.

We recommend using the *Netscape CSS Fix* action customarily whenever you create animations involving floating boxes.

Resize Window

The *Resize Window* action resizes the browser window. You can have the resize action triggered dynamically by an action inserted in the *Timeline Editor* or provide clickable buttons or text links if you want to enable the visitor to make the decision.

To set up a *Resize Window* action, proceed as follows:

1 Command-click the *Actions Track* of the *Timeline Editor* to insert an action marker, or select a mouse or key event and click the "+" button in the *Actions* tab of the *Button Inspector*, *Image Inspector*, or *Text Inspector*.

2 Choose the *Resize Window* option from the *Others* submenu of the *Actions* menu in the respective *Inspector*.

Setting Up the Resize Window Action in the Button Inspector

Click the "+" button to enable action attachment.

Use this option to choose a mouse or key event that triggers the action.

Choose the Resize Window option from the Actions menu.

This option lets you specify the new width of the browser window.

This option lets you specify the new height of the browser window.

3 Enter a value (in pixels) in the *Width* text box to specify the width the window will be resized to by the action.

4 Enter a value (in pixels) in the *Height* text box to specify the height the window will be resized to by the action.

5 Preview the action in a 4.x browser.

Scroll Down, Left, Right, Up

The *Scroll Left, Scroll Top, Scroll Right* and *Scroll Down* actions allow you to dynamically scroll the browser window. For example, you can use these actions to let the visitor follow the path of a floating box traveling beyond the margin of the window.

To set up a *Scroll Left, Scroll Top, Scroll Right* or *Scroll Down* action, proceed as follows:

1 If you want to have the window scroll dynamically, Command-click the *Actions Track* of the *Timeline Editor* to insert an action

marker. If you want to leave the decision to the visitor, select a mouse or key event and click the "+" button in the *Actions* tab of the *Button Inspector*, *Image Inspector*, or *Text Inspector*.

2　Choose the *Scroll Left, Scroll Top, Scroll Right* or *Scroll Down* option from the *Others* submenu of the *Actions* menu in the respective *Inspector*. (We will use *Scroll Down* in the following example. The other actions differ only in the scrolling direction.)

Setting Up the Scroll… Action in the
Action Inspector

Choose the Scroll Down option from the Actions menu.

Use this option to specify the scrolling distance.

Use this option to specify the scrolling speed.
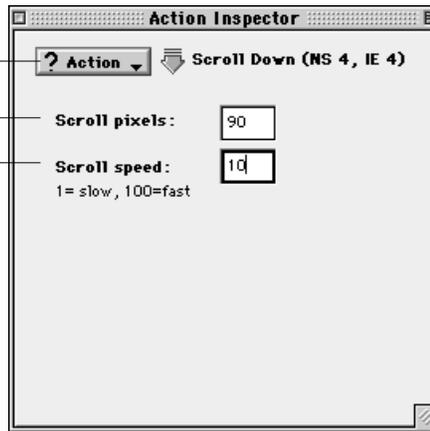
3　Enter a value (in pixels) in the *Scroll pixels* text box to specify the amount of pixels by which you want the window to scroll.

4　Enter a value (in pixels) in the *Scroll Speed* text box to specify how fast you want the window to scroll. The higher the value you enter, the faster the scroll speed.

5　Preview the action in a 4.x browser.

Set Back Color

The *Set Back Color* action lets you change the background color of the browser window. You can change the background color either dynamically by using the *Set Back Color* action in the *Timeline Editor* or you can attach it to buttons or text to let the visitor choose.

To set up a *Set Back Color* action in the *Timeline Editor* or attach it to a button image or hyperlink text in the *Layout* view, proceed as follows:

1　Command-click the *Actions Track* of the *Timeline Editor* to insert an action marker, or select a mouse or key event and click the "+" button in the *Actions* tab of the *Button Inspector* or *Text Inspector*.

2 Choose *Set Back Color* from the *Others* submenu of the *Actions* menu of the respective *Inspector*.

Setting Up an Set Back Color Button in the Action Inspector

Use this option to choose a mouse or key event that triggers the action.

Click the "+" button to enable action attachment.

Choose Set Back Color from the Actions menu.

Use this option to select a dynamic background color.

3 Click the *Background Color* field to open the *Color Palette*.

4 Choose a color from any tab (preferably a browser-safe color from the *Real Web Colors* tab; see page 504), and drag it from the preview pane of the *Color Palette* onto the *Background Color* field.

5 Preview the action in a 4.x browser (see page 563).

Condition

The *Condition* action monitors the browser window for the occurrence or non-occurrence of an event (either a single-shot or a recurring event) and triggers two other actions if the specified condition is true or false. You can choose between two conditions, that is, the *Timeout* and *Intersection* actions (see page 305). This action runs without any user input, so it is best used with an action item in the head section of the page.

To set up a *Condition* action, proceed as follows:

1 Insert an *Action Item* in the head section of the page (see page 246).

2   Choose *the Condition* option from the *Specials* submenu of the *Actions* menu at the top of the *Action Inspector*.

Setting Up the Condition Action in the Action Inspector

This popup menu lets you specify when and how the action should be executed.

Choose the Condition option from the Actions menu.

Choose the condition from the second Actions menu: Timeout or Intersection.

If you opt for the Timeout action as condition, enter a timeout period in seconds here.
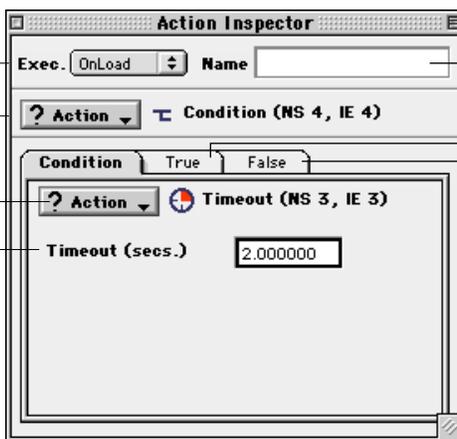
This text box lets you name the action, so you can call it using the *Call Action* action.

The options on the True tab let you specify an action to be executed when the condition evaluates to true.

The options on the False tab let you specify an action to be executed when the condition evaluates to false.

Action Inspector

Exec. [OnLoad] **Name** [   ]

[**? Action ▾**] ⊤ **Condition (NS 4, IE 4)**

[**Condition**] [True] [False]

[**? Action ▾**] 🕐 **Timeout (NS 3, IE 3)**

Timeout (secs.)   [2.000000]

---

3   Go to the *Condition* tab and select the *Intersection* or *Timeout* action as condition. (For instructions on using the *Intersection* or *Timeout* action please refer to the section *Idle, Intersection, and Timeout* later in this chapter.)

4   Go to the *True* tab and specify an action to be executed when the specified condition evaluates to true.

5   Go to the *False* tab and specify an action to be executed when the specified condition evaluates to false. For example, if you have an image on your page, you can use the *Set Image URL* action (page 280) to swap the image content based on the result of the condition action.

6   Preview the action in a 4.x browser (see page 563).

Action Group

The *Action Group* action lets you group other actions and run them all at the same time. This action is most useful on the actions track of the *Timeline Editor (*see page 232*)*, but can also be used with buttons or a text link if you want to leave the decision to the visitor whether he or she wants to run the grouped actions.

To set up an *Action Group* action, proceed as follows:

1   Command-click the *Actions Track* of the *Timeline Editor* to insert an action marker.

2   Select the *Action Group* option from the *Specials* submenu of the *Actions* menu at the top of the *Action Inspector*.

3   Click the "+" button to add an action placeholder.

4   Select any option from the second *Actions* menu at the bottom of the *Action Inspector*.

5   Repeat steps 3 and 4 until you have added all desired actions to the *Action Group*.

6   Preview the action in a 4.x browser.

Call Action

The *Call Action* action available from the *Specials* submenu of the *Actions* menu calls an action from the head section of the page. In order for the *Call Action* action to work, the trigger for the action in the header must be set to *OnCall* (see *Action Triggers* on page 273). The following screenshot shows what you can do with the *Call Action* action.

Setting Up a Call Action in the Image Inspector

This popup menu lets you select the named action from the head section you want to have executed when the visitor clicks the image.

This icon lets you switch between constants, variables and actions.
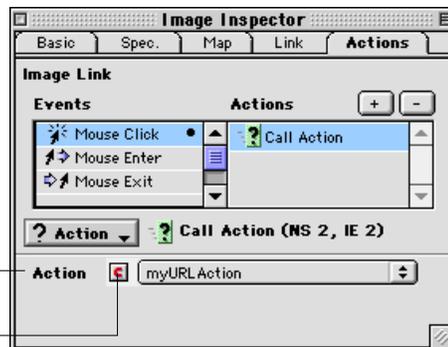
The *Call Action* action can be used to make your actions modular and easier to maintain. For example, when your page contains two links that jump to the same URL (one at the top, one at the bottom), you define the *GoToURL* action once in the header and connect it with a button and a text link. If you should decide to change the URL addressed by the two controls later on, you will only need to change it once.

By clicking the small icon next to the *Action* popup menu you can specify who should supply the name of the action:

The red "C" icon (default) displays a popup menu to let you pick an action.

The green question mark icon displays a popup menu that lets you choose an action.

The blue ball icon displays a popup menu that lets you select a variable of the type "Action name" that holds an action name.

Call Function

The *Call Function* action from the *Specials* submenu of the *Actions* menu calls a function from the head section of the page or an external JavaScript library. In order for the *Call Function* action to work, you must create a function in the head section using the *JavaScript Editor*.

Action-based JavaScript calls will make it easier for JavaScript-savvy developers to create new actions.

Idle, Intersection, and Timeout

This action inserts a script that monitors the browser window for a user-specified condition and triggers other actions, depending on whether the condition is true or false. You can choose between two conditions: *Timeout* and *Intersection*. The *Idle* action is best used in the head section of the page as the conditions are to be checked automatically.

Basic Settings

To set up a *Timeout* action, proceed as follows:

1   Insert an *Action Item* in the head section of the page (see page 246).

2   Choose *the Idle option* from the *Specials* submenu of the *Actions* menu in the *Action Inspector*.

Setting Up the Idle Action in the Action Inspector

Choose the Idle option from the Actions menu.

Check this option if you want to monitor the browser window for a single-shot event.

The options on this condition let you specify the condition.

Choose the condition from the second Actions menu: Timeout or Intersection.

If you opt for the Timeout action as condition, enter a timeout period in seconds here.
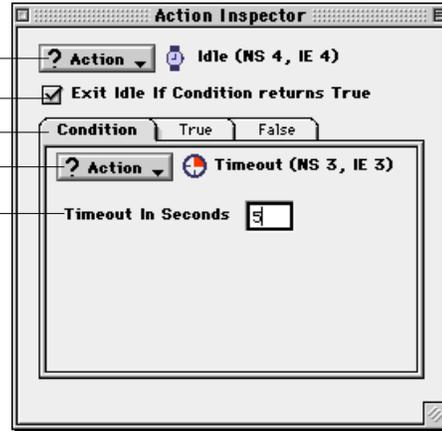
Using the Timeout Action

The *Timeout* action is a timer and switch combination. It lets you specify a time span after which the browser should switch between two states. The condition it monitors is "false" while the timeout period still lasts and returns "true" when the timeout period has elapsed. Either state has its own action. You can use this action to implement a timed switch in the browser window–for example, to switch the content of a banner image.

To set up a *Timeout* action, proceed as follows:

1   Select the *Condition* tab (page 302)and choose the *Timeout* option from the *Specials* submenu of the *Actions* menu.

2   If you want the action to terminate the first time the *Timeout* condition is true, enable the *Exit Idle if Condition returns true* option. By activating this option, you instruct the browser to switch states once only.

3   Enter a time span in seconds in the *Timeout in Seconds* text box.

4 Click the *True* tab and select the action to be triggered when the *Timeout* limit has elapsed. In the following example, the *Timeout* action triggers a *Set Image URL* action (see page 280), causing the browser to change the content of an image.

Setting up the Condition for the Timeout Action in the Action Inspector

Check this option if you want to have the browser switch states once only.

Click this tab to specify the action to be executed when the condition evaluates to true.

Select the desired action from the popup menu.

The options that appear in this section depend on the action you choose.
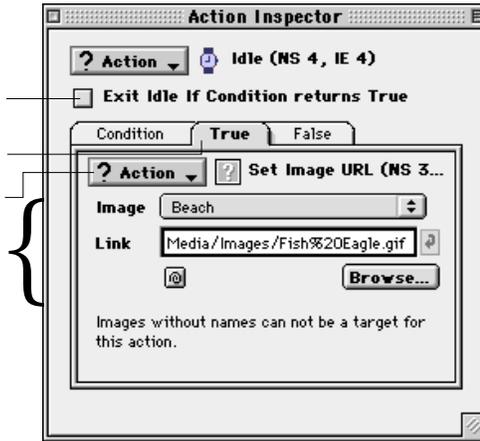
5 Click the *False* tab and choose the action to be executed while the *Timeout* period still lasts. In the example shown above, you would use a second *Set Image URL* action that supplies an alternative image.

6 Preview the action in a 4.x browser.

The Intersection Condition

The *Intersection* condition monitors the browser window for the physical intersection of two floating boxes. It is true when the floating boxes overlap in the browser window and false if they don't. You can use the result of this action to trigger two further actions.

This action supplements the *Drag Floating Box* (see page 288*)* action. An intersection occurs when the paths of two floating boxes cross. The *Intersection* action may be connected, for example, with a *Set Back Color* action (see page 301), causing the browser to change the background color.

To set up an *Intersection* action as a condition, proceed as follows:

1 Click the *Condition* tab, then choose the *Intersection* option from the *Specials* submenu of the *Actions* menu.
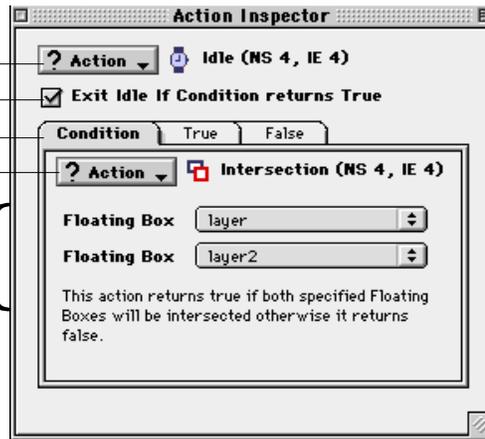
Setting up the Condition for the Timeout Action in the Action Inspector

Choose Idle from the actions menu.

Check this option if you want to monitor the browser window for a single-shot event

Click this tab to specify the condition.

Choose the condition from the second Actions menu: Timeout or Intersection.

Select the floating boxes to be monitored for intersection.

2 If you want the action to terminate the first time the *Timeout* condition is true, enable the *Exit Idle if Condition returns true* option. By activating this option, you instruct the script to monitor the browser window for a single-shot event.

3 Select the floating boxes you want to monitor for the intersection from the two *Floating Box* popup menus.

4 Click the *True* tab and choose the action you want to have triggered when an intersection occurs.

5 Click the *False* tab and choose the action to be executed while the floating boxes don't overlap.

6 Preview the action in a 4.x browser.

Key Compare

The *KeyCompare* action from the *Specials* submenu of the *Actions* menu launches an action when the visitor hits a selected key. This action is designed for use with the *Idle* action, which goes into the head section of the page because it must load ahead of the visible page content. You can use this action, for example, to simulate Windows-style access keys for objects on your page. The following screenshot illustrates how you set up a *KeyCompare* action.

This popup menu lets you specify when and how
the action should be executed.

First, select Idle from the Specials submenu of the
upper Actions menu.

Second, select KeyCompare from the Specials sub-
menu of the bottom Actions menu.

Third, use this text box to enter an ASCII character
code for the keystroke you want to use for trigger-
ing an action.
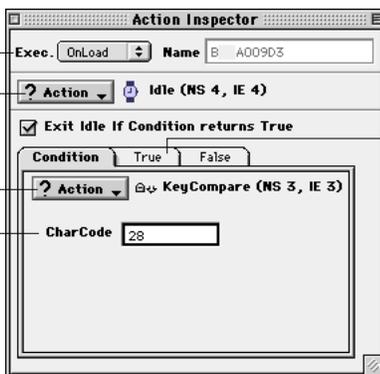
Fourth, click the True tab and specify the ac-
tion you want to the browser to trigger when
it receives the designated keystroke.

To set up a *KeyCompare* action, proceed as follows:

1 Drag the *Action Item* icon from the *CyberObjects* tab of the *Palette*
   into the head section of the page.

2 Go to the *Inspector* window, now titled *Action Inspector,* and
   choose *Idle* from the *Specials* submenu of the upper *Actions*
   menu.

3 Go to the *Condition* tab and choose *KeyCompare* from the *Specials*
   submenu of the lower *Actions* menu.

4 Enter the ASCII character code that corresponds to the desired
   keystroke in the *CharCode* text box.

5 Click the *True* tab and choose the action you want the keystroke
   to trigger.

6 Return to the page and add a visual hint for the visitor, for exam-
   ple an instruction like "Press K".

Do not specify an action on the *False* tab. A keystroke is a single-
shot event whose absence need not—and must not—be mon-
itored.

Variables

Adobe GoLive features a set of actions that allows Web authors to use
variables. You can use variables as an input to other scripted actions,
replacing settings you would make in the respective *Inspector.*

There are two major uses for variables defined with the *Set Variable*
action:

• You can use variables as pseudo-constants to specify a fixed
   value for another action.

• You can dynamically store object properties in variables at run-
   time and set a cookie to write them to the visitor's hard disk.

This is possible for selected properties of the browser window, such as background color.

Declaring a Variable

To use a variable in a page, you must declare it first. The following screenshot illustrates how you declare a variable using the *Declare Variable* action.

Declaring a Variable in the Action Inspector

This popup menu lets you specify when and how the action should be executed.

Choose Declare Variable from the Actions menu.

Use this text box to enter a name for the variable.

Use this popup menu to choose the data type of the variable.

Select this checkbox to have the browser set a cookie for storing the value of the variable.

To declare a variable, proceed as follows:

1 Drag the *Action Item* icon from the *CyberObjects* tab of the *Palette* into the head section of the page.

2 Go to the *Inspector* window, now titled *Action Inspector,* and choose *Set Variable* from the *Variables* submenu of the *Actions* menu.

3 Enter a variable name in the *Name* text box. Make sure that its name is not used by any other JavaScript item in the page and follows the standard JavaScript naming conventions for variables: variable names must consist of alphabetical characters only. Digits, dashes, slashes, and other non-alpha characters are not allowed.

4 Choose an appropriate data type from the *Type* menu:

- *Boolean*: any on/off state in the current page
- *Integer*: any integer value in the current page
- *Float*: any floating point value in the current page
- *String*: any string value in the current page
- *Layer*: any floating box in the current page
- *Layer Position*: location of a floating box in the current page
- *Image:* any image in the current page
- *URL:* any URL in the current page
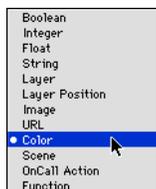
- *Color:* any color in the current page
- *Scene:* any scene in the current page
- *OnCall Action:* any action from the head section of the page whose trigger is set to OnCall (see page 273)
- *Function:* any function declared in the head section of the page

5 Use the *Cookie* text box to enter the name of the cookie in which you want to store the value of the variable on the visitor's hard disk. You will use the *Write Cookie* and *Read Cookie* actions explained later in this section to set the cookie and read its content, respectively.

Initializing a Variable

After declaring a variable, you may want to initialize it. The following screenshot illustrates how you initialize a variable using the *Init Variable* action.

Initializing a Variable in the Action Inspector

Choose Init Variable from the Actions menu.

Choose the variable to be initialized from this pop-up menu.

Use the respective options to set an initial value for the variable (example: color field for variable of type color).
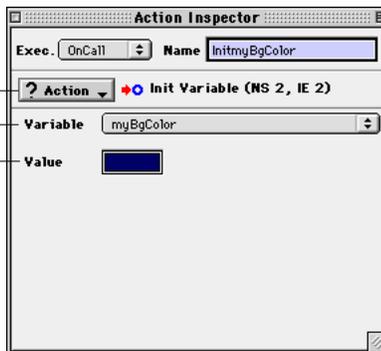
To initialize a variable, proceed as follows:

1 Drag the *Action Item* icon from the *CyberObjects* tab of the *Palette* into the head section of the page.

2 Go to the *Inspector* window, now titled *Action Inspector,* and choose *Init Variable* from the *Variables* submenu of the *Actions* menu.

3 Choose the variable you want to initialize from the *Variables* pop-up menu.

4 The *Value* item changes automatically with the type of the variable. Use the appropriate control to supply an initial value:

- *Boolean:* a checkbox (selected is true, deselected is false)
- *Integer:* a text box that accepts whole numbers only

- *Float:* a text box that accepts numbers with decimal points
- *String:* a text box that accepts any string of text
- *Layer:* a popup menu showing all floating boxes in the page
- *LayerPos:* two x and y text boxes for the position of a floating box and a *Get* button that reads the current position
- *Image:* a popup menu listing the named images in the current page
- *URL:* a typical text box, Browse… button and Point & Shoot button combination for specifying URLs
- *Color:* a color field that brings up the *Color Palette* when clicked
- *Scenes:* a popup menu that lists all scenes in the current page
- *OnCall Action:* a popup menu listing all actions from the head section that have their trigger set to *OnCall* (see page 273)
- *Functions:* a popup menu that lists all function declarations from the head section of the current page

Reading a Cookie

The *Read Cookie* action lets you retrieve information stored in a cookie at runtime. The following screenshot illustrates how you set up a *Read Cookie* action that recovers a value stored in a cookie.

Setting Up a Read Cookie Action in the Action Inspector

Choose Read Cookie from the Actions menu.

Use this text box to specify which cookie should be read.

There are two options for reading a cookie in Adobe GoLive: you can have your site read a cookie when your page loads, or when a visitor mouse-clicks on an item on your page.

To have the browser read the cookie when the page loads:

1 Drag the Action Item icon from the CyberObjects tab of the *Palette* into the head section of the page.

2 Choose *Read Cookie* from the *Variables* submenu of the *Actions* menu.

3 Enter the name of the cookie specified in the *Write Cookie* action in the *Name* text box.

To have the browser read a cookie when a visitor mouse clicks on a specific item in your page:

1 Create a text link, image or button image.

2 Go to the *Inspector* window and add an action by selecting an item from the events list and clicking the "+" button on the *Actions* tab of the respective Inspector.

3 Choose *Read Cookie* from the *Variables* submenu of the *Actions* menu.

4 Enter the name of the cookie specified in the *Write Cookie* action in the *Name* text box.

Testing a Variable at Runtime

Test Variable is an extension to the *Idle* action that allows you to read the current value of a variable and compare it with a value you specify. This comparison evaluates either to "true" or "false", and the result can be used to trigger two alternative actions. The following screenshot illustrates how you set up a *Test Variable* action.

Setting Up a Test Variable Action in the Action Inspector

Choose Idle from the top Actions menu.

Select this option if you want the Idle action to stop monitoring the variable after the first match.

Choose Test Variable from the bottom Actions menu.

Choose the variable whose value you want to test from this popup menu.

Use the respective options to specify a value you want to compare the variable with (for example, here we have a URL which will be compared with another URL stored in the cookie.

Choose a comparison operator from this popup menu.

To set up a *Test Variable* action, proceed as follows:

1 Drag the *Action Item* icon from the *CyberObjects* tab of the *Palette* into the head section of the page.

2 Go to the *Inspector* window, now titled *Action Inspector,* and choose *Idle* from the *Variables* submenu of the upper *Actions* menu.

3 Go to the *Condition* tab of the *Idle* action and choose *Test Variable* from the *Variables* submenu of the lower *Actions* menu.

4   Choose the variable whose value you want to compare from the *Variables* popup menu.

5   The *Value* item changes automatically with the type of the variable. Use the appropriate control to supply a value (like the URL in the example shown above) you want to test the variable against, as set out in the preceding section on variable initialization.

6   Go to the *Operator* popup menu to specify the type of the comparison. The menu shot to the left shows your options.
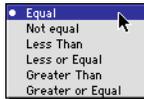
Please note that not all comparison operators work with all types of variables. For example, using *Greater than* with a string variable will result in a JavaScript error in the browser because the browser expects a number.

Setting a Variable's Value at Runtime

There are situations where you may want to assign a certain value to a variable at runtime. The following screenshot shows how you set the value of a variable using the *Set Variable* action.

Setting a Variable in the Action Inspector

Choose Set Variable from the Actions menu.

Choose the variable whose value you want to set from this popup menu.

Use the respective options to set a value for the variable (for example, you can denote a color field for a color variable).
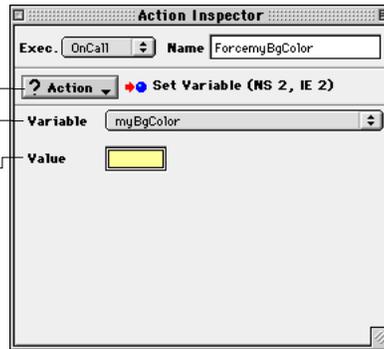
To set up a *Set Variable* action, proceed as follows:

1   Drag the *Action Item* icon from the *CyberObjects* tab of the *Palette* into the head section of the page.

2   Go to the *Inspector* window, now titled *Action Inspector,* and choose *Test Variable* from the *Variables* submenu of the *Actions* menu.

3   Set the *Exec* trigger to *OnCall* and enter a name for the *Set Variable* action in the *Name* text box. This is required if you want to make the *Set Variable* action accessible at runtime. If you leave the *Exec* trigger set to the *OnLoad* default value, the *Set Variable* action is executed when the page loads and the new value will overwrite your initialization. If you set the trigger to *OnUnload*,

you will not be able to set the variable at runtime because the *Set Variable* action runs when the browser leaves the page.

4   Choose the variable whose value you want to set from the *Variables* popup menu.

The *Value* item changes automatically with the type of the variable. Use the appropriate control to supply an initial value, as explained in the preceding section on variable initialization.

Writing a Cookie

Cookies allow you to make the value of a variable persistent by temporarily storing it on the visitor's hard disk. This function enables you to make viewer-customizable pages, because it allows the visitor to change the properties of the browser window and reload his or her own personalized version of the page later on. The following screenshot illustrates how you set up a *Write Cookie* action that sets a cookie at runtime:

Setting Up a Write Cookie Action in the Action Inspector

Choose Write Cookie from the Actions menu.

Use this text box to name the cookie.

Use this text box to specify how long the cookie should last.

Use these options to specify additional security attributes, if required.

To set up a *Write Cookie* action, proceed as follows:

1   Drag the *Action Item* icon from the *CyberObjects* tab of the *Palette* into the head section of the page.

2   Go to the *Inspector* window, now titled *Action Inspector,* and choose *Write Cookie* from the *Variables* submenu of the *Actions* menu.

3   Enter a name for the cookie in the *Name* text box. This name will be used when the *Write Cookie* action sets the cookie at runtime.

4   In the *Expires after* text box, enter an expiration date (in hours) to determine how long the cookie will last after it has been set.

5   Optionally, the *Path* attribute lets you specify the subset of URLs in a domain for which the cookie is valid. If a cookie has already passed domain matching, then the path name component of the

URL is compared with the path attribute, and if there is a match, the cookie is considered valid and is sent along with the URL request.

6   Optionally, you can use the *Domain* text box to specify a valid Internet domain name. When searching the cookie list for valid cookies, the attribute you specify here for the current cookie is compared with the Internet domain name of the host from which the URL will be fetched. If the tails of both domain names match, then the cookie will go through path matching to see if it should be sent.

7   By selecting the remaining optional attribute, *Secure*, you ensure that the cookie will only be transmitted if the communications channel with the host is a secure one. If secure is not specified, a cookie is considered safe to be sent in the clear over unsecured channels.

For more detailed information on the optional *Path*, *Domain*, and *Secure* attributes, please refer to the following Web page:

http://home.netscape.com/newsref/std/cookie_spec.html

Part 14— Shifting Code to an External Library

Part 14 explains how you shift script code from your pages to an external JavaScript library.

General

Adobe GoLive lets you create an external JavaScript library file that stores common code from animated scenes created in the *Timeline Editor*, JavaScript actions, image buttons, components, and other DHTML objects dealt with in this chapter. At the same time, it removes common code from your pages and replaces it with references to the library, leaving only page-specific declarations and parameters in place. The library is then uploaded to the Web server to make it available for every page in the site that needs the script.

Benefits of Using External JavaScript Libraries

Apart from streamlining the code in your pages, this library offers two advantages:

- It remedies a problem associated with the structure of dynamic components: Adobe GoLive invariably places common code for DHTML items and actions in the head section of a page. While this works well with "straight" pages, problems occurred in earlier versions whenever a dynamic component contained DHTML items and scripted actions. As the browser loads only the body section of a dynamic component, it ignores any script code contained in the head section. This problem can be solved by using the external JavaScript library, making JavaScript code in dynamic components work as expected.

- The browser caches the JavaScript library file, making your pages load faster.

Using the JavaScript Library at Page Level

You can enable the JavaScript library feature on a per-page basis and have Adobe GoLive shift the code from the current page to the library.

To shift code from the current page to the library, proceed as follows:

1   Click the small page symbol above the main content area of the document window to bring up the *Page Inspector* in the *Inspector* window.

2   Switch to the *HTML* tab of the *Page Inspector*.

The JavaScript Library Option on the HTML Tab of the Page Inspector

Use these options to determine where Adobe GoLive stores common code for scripted actions from the current page.

3   Click the *Import CS Library* radio button to have Adobe GoLive shift JavaScript code from the current page to the external library.

Using the JavaScript Library by Default

The JavaScript option in the *LiveObjects* view of the *Preferences* dialog box controls the usage of the external JavaScript library in Adobe GoLive, leaving the decision to you whether you want the program to include JavaScript code from DHTML objects in any page you create (default behavior) or to shift it to the external library.

The Preferences - LiveObjects Dialog Box

Use these options to determine where Adobe GoLive stores common code for scripted actions.

Click this icon to view Adobe GoLive's preferences for JavaScript libraries.
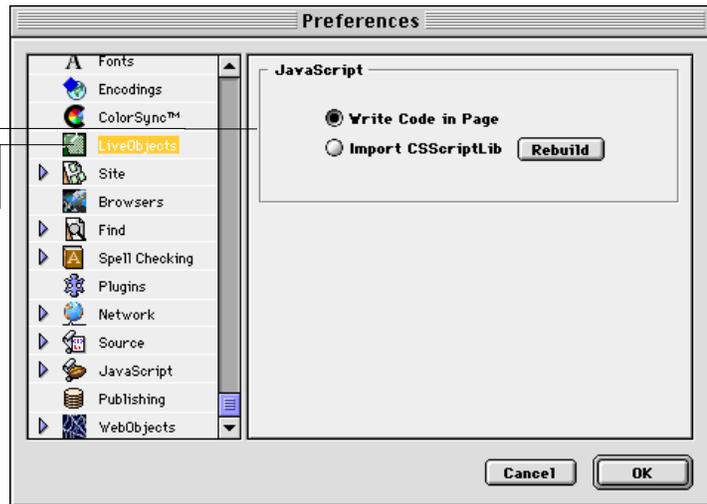
Use the options in the *Preferences - LiveObjects* dialog box or *Page Inspector* as follows:

- Leave the *Write code to Page* default option activated to have Adobe GoLive include the entire JavaScript code in the page(s) where the scripted action is used.
- If your pages contain dynamic components, select the *Import CSScriptLib* radio button. This option instructs Adobe GoLive to shift common code from any page you create from now on to the *CSScriptLib.js* script library. At the same time, a file reference is created in the header of each new page you create to ensure that the common code from the library is available when the browser loads the page.

When you select the *Import CSScriptLib* radio button i n the *Preferences-LiveObjects* dialog box, Adobe GoLive reacts in one of two ways, depending on whether or not you have a site document open.

- If the site document is open, it will create a library file in a new folder named *Generated Items* at the root level of the site folder when you save the page.
- If you don't have a site document open in the background when you save the page, Adobe GoLive writes the code to a default library file which can be found in the *Modules: JScripts* subfolder of the Adobe GoLive program folder.

Selecting the Import CSScriptLib radio button in the Preferences - LiveObjects dialog box does not move code from pages you have already saved to the CSScriptLib.js script library. To move code from those pages to the library, you will have to open each page and select the Import CSScriptLib radio button in the HTML tab of the Page Inspector.

Chapter 6   Cascading Style Sheets

This chapter describes Adobe GoLive's user-friendly implementation of Cascading Style Sheets and introduces the basic concepts of this emerging technology.

General

Adobe GoLive is the one of first Web page editors to introduce support for Cascading Style Sheets, Level 1 (CSS1)—a cutting-edge technology that gives Web designers an unprecedented level of control over the presentation of their pages and sites. Given the powerful layout control tools available with Cascading Style Sheets, it's likely that Web designers will gradually abandon popular workarounds, such as single-pixel GIFs and nested tables, as Web surfers begin to adopt the new 4.x generation Web browsers.

Controlling Typography with Cascading Style Sheets

Cascading Style Sheets go far beyond the limited scope of HTML by separating formatting from structure and content. Unlike HTML, which wraps up every item of page content in specific tags to produce the desired appearance, Cascading Style Sheets let Web authors control the look of a page (or even an entire site) by applying a standardized set of formatting rules to isolated chunks of text or "across the board" to any given tag used throughout a Web page or site. For example, instead of inserting single-pixel GIF images between characters to control the spread of a header, you can simply attach a style sheet specifying a different letter spacing.

If you have a graphic design background and some experience using one of the popular desktop publishing packages, you will soon feel at ease with Adobe GoLive's style sheet editing tools. In fact, you will find that it works much like a style sheet editor in any of the leading word processors or DTP programs.

The screenshot below shows a text-only HTML document whose tags have been formatted using a Cascading Style Sheet.

CSS1 Text Formatting Example

This is a Header 1 tag formatted with CSS properties like font size, background color, and border.

This is a Header 2 tag formatted with CSS properties like font size and font color. The varying font sizes in the first word are achieved by assigning custom inline styles to each letter.
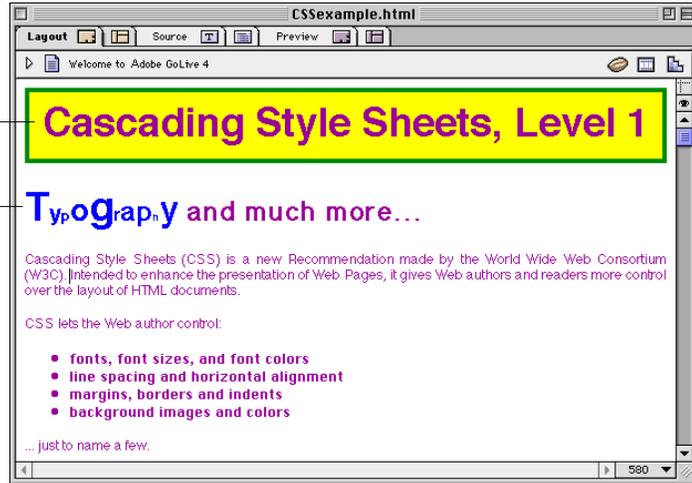
Controlling Positioning with Cascading Style Sheets

Cascading Style Sheets also support absolute positioning of elements on a page, which will allow Web designers to gradually abandon HTML tables as a positioning tool. Adobe GoLive lets you position elements with ultimate ease and pixel-level precision. You simply drag the floating box icon from the *Palette* at the main document window, place it where desired, and fill it with content. To rearrange your page layout, you can drag floating boxes to any desired location on the page.

The screenshot below shows text and images positioned in floating boxes.

Using Floating Boxes for Positioning Images and Text

Images can be placed in floating boxes for positioning …

… and the same applies for text.
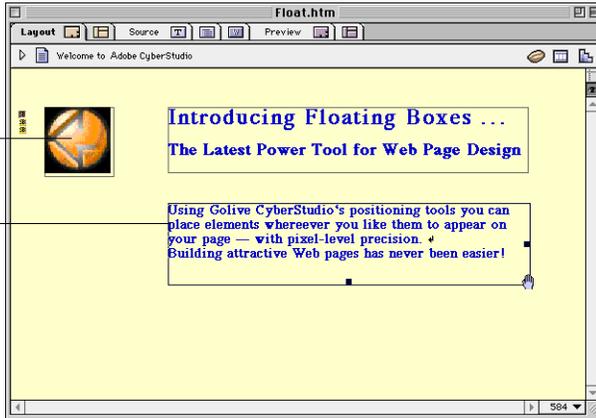
Adobe GoLive also employs absolute positioning for its built-in dynamic HTML objects. Chapter 5, *Dynamic HTML*, describes this feature in more detail.

CSS1 Support in Adobe GoLive

Adobe GoLive reads CSS1-formatted documents without changing styles and formatting rules. It can display most of the style properties addressed in the CSS1 specification and gives Web authors a large choice of CSS1 formatting options, including:

- internal and external style sheets
- tag selectors for reformatting the tags in an HTML document
- structure-independent styles based on classes
- unique styles for selected elements based on IDs
- a wide choice of style properties, including font, text, box, positioning, border, background, and list styles

Chapter Overview

In addition to the preceding introductory sections, this chapter is subdivided in four parts:

- *Part 15 — A Short Primer on Cascading Style Sheets*, starting on page 326, introduces basic concepts and explains Cascading Style Sheets technology using easy-to-understand source code examples.

- *Part 16 — CSS1 Tools in Adobe GoLive*, starting on page 337, contains brief descriptions of the tools you will use to create style sheets.
- *Part 17 — Creating and Applying Styles*, starting on page 339, provides step-by-step instructions for creating styles and formatting text.
- *Part 18 — CSS1 Style Property Reference*, starting on page 351, describes the style properties that the *CSS Selector Inspector* offers.

Part 15— A Short Primer on Cascading Style Sheets

Part 15 outlines the reasons for drafting the Cascading Style Sheets specification, explains some basic concepts, and details the extent of Adobe GoLive's support for Cascading Style Sheets.

This part has eight sections:

- The *History* section on page 327 outlines the reasons for creating the Cascading Style Sheets specification.
- *Basic Style Sheet Syntax* on page 327 explains how CSS1 encodes formatting rules.
- *Selectors* on page 328 describes the various selectors that apply formatting rules to text in an HTML document.
- *Inheritance* on page 329 details how formatting rules are handled within the structure of an HTML document.
- *How Style Sheets Are Embedded in HTML*, beginning on page 329, spells out where style sheet information is located within the structure of an HTML document.
- *How Style Sheets Cascade* on page 333 outlines how conflicts are resolved when multiple style sheets control the formatting of a document.
- *The CSS1 Formatting Model* on page 334 introduces the "box" concept that determines the spacing relationships in CSS1-formatted text elements.
- *About Units in Style Sheets*, beginning on page 335, explains the absolute and relative units of measurement that CSS1 technology uses.

Read this section if you feel that you need more background information; otherwise, go directly to *Part 16 — CSS1 Tools in Adobe GoLive*. With Adobe GoLive's visual CSS editing tools, you can start using Cascading Style Sheets without a profound knowledge of the underlying code.

History

Since the early days of the Web, authors have been seeking for tools that would enable them to improve their control of the look-and-feel of their Web pages. Over the years, this search has not only given rise to an overabundance of HTML tags but it has also driven the Web authoring community to develop unwieldy workarounds that produced bulky code without improving the impact of the Web pages by the same extent. In other words, authors bought better layout control but let the audience pay for it by incurring longer download times and browser compatibility problems.

W3C, the World Wide Web Consortium, has responded to this problem by developing Cascading Style Sheets. The CSS1 document has evolved into a stable specification and is supported by major Web browser products, including Microsoft Internet Explorer 3.0 and 4.0, as well as Netscape's Navigator 4.0 and Communicator 4.0 products. (You can find *Cascading Style Sheets, Level 1*, at *http://www.w3.org/ TR/REC-CSS1-961217*.) This emerging technology promises to overcome many of the limitations imposed by "classic HTML," especially with respect to positioning type and other elements.

Basic Style Sheet Syntax

Regardless of the way Cascading Style Sheets are incorporated in your documents, the basic syntax is always the same. Style sheet specifications—commonly referred to as *rules*—consist of a single line of text with the following basic notation:

selector { property: value }

The *selector* element is an HTML tag or another item that the CSS1 syntax can address. The *property* element defines a style feature that the content will have when rendered by the browser, and *value* specifies how this feature is rendered.

The following is an example of a basic style sheet rule:

```
H1
    {
    font-weight: bold;
    font-size: 24pt
    }
```

This rule instructs the browser to display the first-level header in 24 point size and bold typeface, overriding the browser's HTML preferences.

Selectors

Unlike in a printed document, the structure of an HTML page determines its formatting. Tags that identify the position within that structure enclose the content. This underlying principle makes it difficult to address individual items of text for formatting, thus creating a need for a different addressing mechanism. CSS1 uses *selectors* to solve that problem. A selector is a string of code that identifies what elements the corresponding rule applies to. It connects the HTML page with the style sheet.

Selectors may consist of several components:

- *Tags*: All HTML tags are possible selectors. If used as a selector, the enclosing *greater than* and *less than* characters are removed.
- *Classes*: All elements inside the "BODY" section can be classed by adding a "CLASS" attribute. Classes can then be addressed in the style sheet to apply the formatting rules. A class definition consists of a period followed by string of text and a rule—for example.*headline {color: green}*. When defining classes in Adobe GoLive, you don't have to enter the period; the program will automatically add the period to the source code.

Two major classes of selectors are used with Cascading Style Sheets:

- *Simple Selectors* match elements based on the element type and/or attributes, not the element's position in the document structure. "H1" (all level 1 headers) and "H1.headline" (all level 1 headers with the CLASS attribute.*headline*) are examples of simple selectors.
- *Contextual Selectors* match elements based on their position in the document structure. A contextual selector consists of several simple selectors. "H1.headline B" (all level 1 headers with the CLASS attribute.*headline* and bold typeface) is an example of a contextual selector consisting of two simple selectors, "H1.headline" and "B". Future versions of Adobe GoLive will support contextual selectors.

The *ID* selector is a special case: It allows for setting style properties on a per-element basis. It addresses a single element within the HTML document by adding an ID attribute with an alphanumeric identifier. In the style sheet, the same identifier is combined with a

rule to apply special formatting. An ID definition consists of a pound sign (#) followed an alphanumerical identifier and a rule—for example, *#xy99 {font-weight: 100}*.

Inheritance

If you assign a style to an HTML tag, its children inherit those style specifications. Suppose there is an "H1" tag with a style property "blue" and an in-line emphasized element:

```
<H1>The headline <EM>is</EM> blue.</H1>
```

If no color has been assigned to the in-line "EM" element, the emphasized "is" will inherit the color of the parent element, that is, it will also display in blue. Other style properties are likewise inherited—for example, *font-family* and *font-size*.

As in hardcopy publishing, the value of a style property is often given as a percentage that refers to another property:

```
H1 { font-size: 24pt }
H1 { line-height: 120% }
```

If a property can be specified as a percentage, the browser needs to know what property the percentage refers to. Children elements of "H1" will inherit the computed value of *line-height* and be set to 28.8 pt, but they will not inherit the percentage.

How Style Sheets Are Embedded in HTML

Unlike HTML, the CSS1 mechanism keeps formatting instructions for HTML tags together in a container enclosed in a <STYLE> tag (= the style sheet), instead of interspersing them with the flow of HTML code. When loading the page, the browser reads the formatting instructions contained in that tag and caches them with the page. Subsequently, whenever the program finds an instance of an HTML tag for which custom format definitions exist in the style sheet, it applies those rules.

Cascading Style Sheets are embedded in the HTML using the <STYLE> tag. This tag has a TYPE attribute; its value is set to "text/css" by default. The TYPE="text/css" tells the browser to interpret any formatting instructions enclosed in the <STYLE> tag as a CSS1 style sheet and build the screen display according to the rules specified within. Although CSS1 is the predominant style sheet mechanism currently in use on the Web, this type description may reduce conflicts with future style sheet mechanisms on the Web.

The following is an example of a basic, yet complete style sheet:

```
<STYLE type="text/css">
    <!--
    h1 {font-size: 36pt}
    -->
</STYLE>
```

You'll notice that the rules are enclosed in *<!--* and *-->* HTML comment tags. They instruct browsers that are unaware of the style tag to ignore them (unknown tags are ignored).

Adobe GoLive supports the four basic methods of embedding. CSS1 containment in HTML pages is based on external or internal style sheets.

External Style Sheets

External style sheets are text-only documents containing nothing but style definitions. They can either be referenced or imported:

• A style sheet document can be referenced within the HTML page using the <LINK> tag. By referencing external style sheets, style definitions can be applied to several pages at a time or even to all pages throughout a site. Adobe GoLive reads and writes references to external style sheets. An example follows:

```
<HTML>
   <HEAD>
     <TITLE>title</TITLE>
     <LINK REL=STYLESHEET TYPE="text/css"
     HREF="http://style.com/cool" TITLE="Cool">
   </HEAD>
     <BODY>
        <H1>This page has an external stylesheet at-
        tached.</H1>
   </BODY>
</HTML>
```

Word processor analogy: A referenced external style sheet works much like a master style sheet in a word processor. As with style sheets for word processor files, some definitions are "hard wired" to certain types of text. Also, you can override the definitions within the document and assign styles explicitly to selected text.

- A style sheet can explicitly import another style sheet using a dedicated @*import* command. The imported style sheet will be merged with any local style sheets. Adobe GoLive reads these import notations from existing files (if they have the proper syntax) and lists them in the *Stylesheet Window,* but won't let you create any.

An example follows:

```
<HTML>
    <HEAD>
        <TITLE>title</TITLE>
        <STYLE TYPE="text/css">
        @import url(http://style.com/basic);
        </STYLE>
    </HEAD>
    <BODY>
        <H1>This page has an imported stylesheet.</H1>
    </BODY>
</HTML>
```

Internal Style Sheets

Internal style sheets are confined to the document they are contained in. There are several methods for embedding:

- An internal style is based on a <STYLE> tag with one or more selectors for HTML tags within the document. Embedded in the header section, this style sheet is only valid for the local page. This type of style sheet applies uniform styles to several instances of a tag within a document. Once these styles have been defined, they are automatically applied without any user intervention. An example follows:

```
<HTML>
    <HEAD>
        <TITLE>title</TITLE>
        <STYLE TYPE="text/css">
        <!--
            H1 {
                font-weight: bold;
                font-size: 24pt;
                font-family: sans-serif;
            }
        -->
        </STYLE>
    </HEAD>
    <BODY>
        <H1>This page holds an internal stylesheet.</H1>
    </BODY>
</HTML>
```

Word processor analogy: An internal <STYLE> element with tag selectors works much like a word processor style sheet embedded in a file, the only difference being that its styles are "hardwired" to certain text elements. You can change definitions within the document, but you cannot assign a style explicitly to selected text.

- Another type of internal style sheet applies special formatting to individual blocks of text within the body section. It is based on a CLASS definition in the header and local CLASS attributes assigned to selected tags or paragraphs.

  The CLASS element closely resembles user-defined paragraph and character styles in a word processor in that the author creates and applies the style definition. CLASS style elements are easily recognized by their name, which begins with a period as in *H1.Headline*, for example. Here is an example:

```
<HTML>
    <HEAD>
       <TITLE>title</TITLE>
       <STYLE TYPE="text/css">
       <!--
          H1.headline { color: #00FF00 }
          .bodycolored { color: #0099FF }
       -->
       </STYLE>
    </HEAD>
    <BODY>
       <H1 CLASS=headline>This headline is formatted
       using a CLASS element.</H1>
          <P CLASS=bodycolored>This paragraph has a
          custom color.</P>
    </BODY>
</HTML>
```

  Word processor analogy: The CLASS element works much like a paragraph or character style. You can change its definition within the document and assign it to selected paragraphs.

The "ID" element is a special style element. It also consists of a style definition in the header but is locally confined to a unique element within the page. An alphanumeric identifier that appears within the

definition and the tag it controls makes the assignment. The name of ID style elements starts with a pound sign, as in *#yz98*. An example follows:

```
<HTML>
   <HEAD>
      <TITLE>title</TITLE>
      <STYLE TYPE="text/css">
      <!--
         #z99y { letter-spacing: 2em }
      -->
      </STYLE>
   </HEAD>
   <BODY>
      <P ID=z98y>This text has extra-wide letter
      spacing.</P>
   </BODY>
</HTML>
```

How Style Sheets Cascade

One of the fundamental features of CSS1 is that style sheets cascade, —in other words, several style sheets may control the same document and override each other according to certain rules of precedence. You can build and embed or attach your preferred style sheet when authoring the page, while the reader may have a personal style sheet to customize the presentation of HTML pages to meet his or her own needs (if the browser supports this feature).

When several style sheets try to influence the presentation, conflicts may arise. These conflicts are resolved by assigning each style rule a weight. As an author using Adobe GoLive, you can assign a weight when referencing external style sheets (see *Referencing External Style Sheets* on page 349). By default, the reader's rules weigh less than the rules that the author specifies. Consequently, if there are conflicts between the style sheets of a document loaded by the browser and the reader's personal sheets, the author's rules will override the reader's rules. In any case, both the reader's and author's rules override the browser's default values.

Imported style sheets also cascade with each other, in the order they are imported. Any rules specified in the style sheet itself override rules in imported style sheets. That is, imported style sheets are lower in the cascading order than rules in the style sheet itself.

The CSS1 Formatting Model

The CSS1 Formatting Model

Cascading Style Sheets are based on a simple box-oriented formatting model. Each element consists of one or more rectangular boxes. All boxes have a core content area with optional surrounding padding, border and margin areas.
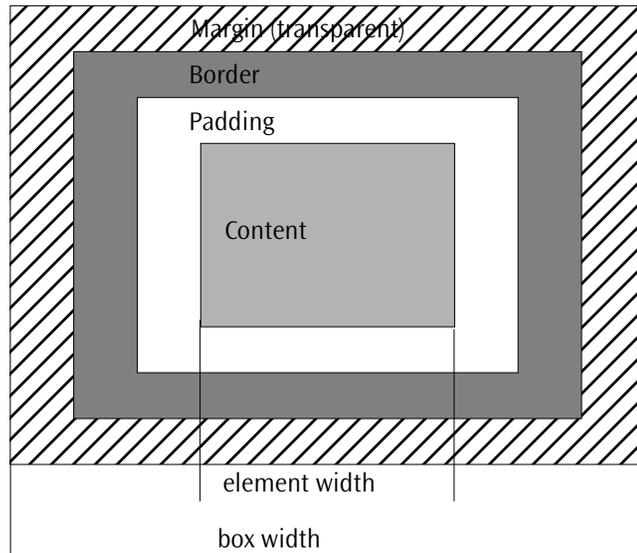
This formatting model gives Web authors much more flexibility in controlling spacing between objects. For example, by setting the top margin of one element to a negative value, you can make it grow into another element directly above it. The screenshot *Using IDs to Format Headlines* on page 344 is an example of this use of the margin property.

To best visualize the box concept, choose a background color for an element: The result is a colored box that extends over the entire width of the page and whose height is controlled by its text content. You should set aside a little time to experiment with those properties—for example, set the padding to move the text within away from the edge of the box.

For instructions on setting the margin, border, and padding properties, please refer to the section *Box Properties* on page 356.

About Units in Style Sheets

Relative and Absolute Length Units

The format of a length value is an optional plus (or minus) sign (+ is default) immediately followed by a number (with or without a decimal point) immediately followed by a unit identifier such as *em, ex,* or, *pc*. Some properties allow negative length units, but this may complicate the formatting and there may be browser-specific limitations.

There are two types of length units: relative and absolute. Relative units specify a length relative to another length property. Style sheets that use relative units will scale more easily from one output medium to another (for example, from a computer display to a laser printer).

Relative units may also reduce the differences in font size that occur when a page is viewed on different platforms. (See the discussion of font size problems in the section *Things to Know About Font Sizes Across Platforms* on page 126 in Chapter 4—*Building Web Pages*.)

The following relative units are supported:

em	the height of the element's font
ex	the height of the letter X
pixel	pixels relative to the resolution of the drawing area, that is, the computer display

Absolute length units are only useful when the physical properties of the output medium are known.

The following absolute length units are supported:

in	inches, 1in = 2.54cm
cm	centimeters
mm	millimeters
12pt	points, 1pt = 1/72 in
1pc	picas, 1pc = 12pt

Percentage units (described below) and keyword values (for example "xlarge") offer similar advantages in terms of scalability as relative units.

Percentage Units

The format of a percentage value is an optional plus (or minus) sign (+ is default) immediately followed by a number (with or without a decimal point) immediately followed by the percent sign "%".

Percentage values are always relative to another value—for example, a length unit. Each property that allows percentage units also defines what value the percentage value refers to. Most often this is the font size of the element itself, such as line height.

The screenshot below shows Adobe GoLive's *CSS1 Units* and *Colors* popup menus that appear with text boxes requiring numerical entries and color options, respectively.

Adobe GoLive's CSS1 Units and Colors Popup Menus
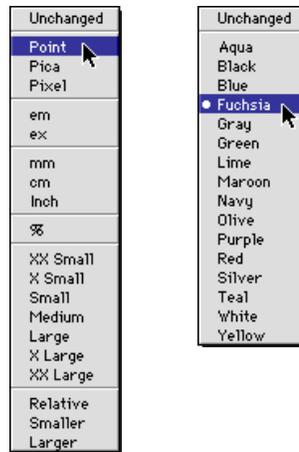
Keywords

Many style properties use keywords instead of numerical unit specifications—for example, *XX-small* through *X-large* to specify font size relative to the parent element.

Color Units

A color is either a keyword or a numerical RGB specification, such as any color from the *Web-Safe Colors* tab of the *Color Palette*.

The popup keyword color names are aqua, black, blue, fuchsia, gray, green, lime, maroon, navy, olive, purple, red, silver, teal, white, and yellow. These 16 colors are from the W3C palette.

Numerical color specifications use the RGB color model. The format of an RGB value in hexadecimal notation is a "#" immediately followed by either three or six hexadecimal characters—for example, "#FFFFFF" for white. The format of an RGB value in the functional notation is "rgb" followed by a comma-separated list of three numerical values.

Part 16— CSS1 Tools in Adobe GoLive

Part 16 introduces Adobe GoLive's editing tools for Cascading Style Sheets. It is subdivided in four sections:

- *Style Sheet Creation and Editing Tools* on page 337 gives a brief overview of the tools you need to create, edit, and manage style sheets in Adobe GoLive.
- *The Stylesheet Window*, beginning on page 337, introduces Adobe GoLive's repository for styles.
- *The Stylesheet Toolbar* on page 338 gives a brief overview of the buttons on the toolbar.
- *The CSS Selector Inspector*, beginning on page 339, describes Adobe GoLive's editing tool for style properties.

Style Sheet Creation and Editing Tools

Adobe GoLive's "CSS1 workshop" consists of three tools that let you create and edit style sheets:

- the *Stylesheet Window*
- the *Stylesheet Toolbar*
- the *CSS Selector Inspector*

Together, these three tools let you use the entire scope of selectors and properties detailed by the CSS1 Specification and link to external style sheets.

The Stylesheet Window

The *Stylesheet Window* is where you collect internal styles and link to external style sheets. It has two tabs, *Internal* and *External*. The *Internal* tab lists all styles from the document, including classes, tag selectors, IDs, imported style sheets, and font faces. You can select any tag selector, class, and ID from the internal tab to edit its properties in the *CSS Selector Inspector*. The *Imports* and *Font Faces* categories dis-

play the import notations and font faces (if any) that Adobe GoLive finds when reading an existing document. These items are read-only; you can't edit them.

The Internal Tab of the Stylesheet Window

Classes are listed on top of the other style categories.

Tag selectors are identified by their tag name.
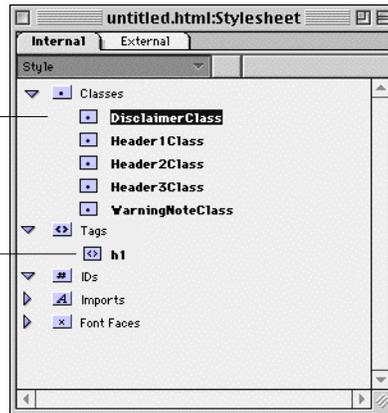
The *External* tab lists all external style sheets that are referenced by the LINK attribute of the <STYLE> tag.

The External Tab of the Stylesheet Window

Referenced style sheets appear here, complete with the URL path to their storage location.

A companion *External Stylesheet Inspector* allows for linking to and opening external style sheets and lets you select the cascading order.

The Stylesheet Toolbar

When the *Stylesheet Window* is the top window, Adobe GoLive's context-sensitive toolbar turns into the *Stylesheet Toolbar.* The *Stylesheet Toolbar* contains five buttons that insert new classes, tag selectors, IDs, or references to external style sheets in the *Stylesheet Window* and duplicate existing items.

The Stylesheet Toolbar

The New Class button creates a new class.

The New Tag button creates a new tag selector.

The New ID button creates a new ID selector.

The New Item button creates a new empty reference to an external style sheet.

The Duplicate button duplicates the selected item.

The CSS Selector Inspector

On eight tabs, the *CSS Selector Inspector* window gives you a rich choice of style options to customize the typography and positioning of text, including features such as font color, font weight, font size, and leading. In the *CSS Selector Inspector,* you can edit or view the properties of the style selected in either the *Stylesheet Window* or the *CSS Tab* of the *Web Database*.

The Font Properties Tab of the CSS Selector Inspector
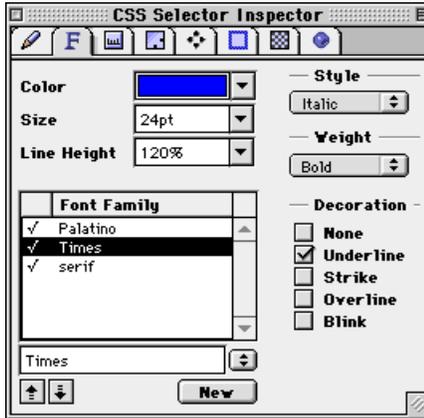
Later in this chapter, *Part 18 —CSS1 Style Property Reference* completely explains Adobe GoLive's CSS1 style options.

Part 17—   Creating and Applying Styles

Part 17 tells you how to create a style sheet and add styles using the various selectors that Adobe GoLive supports. It is subdivided in eight sections:

- The *Creating a Style Sheet* section on page 340 explains how to create a style sheet in a document.
- *Creating Tag Selectors* on page 341 teaches you how to reformat the structure of an HTML page with Cascading Style Sheets.
- *Creating Classes*, beginning on page 343, describes how to create structure-independent text styles that can be applied to any element in a page.
- The *Creating IDs* section beginning on page 344 discusses how to create unique formats for selected elements in a page.
- *Managing Styles* on page 346 outlines how you delete and duplicate styles in a style sheet.

- *Naming Styles and Viewing Properties* on page 346 describes how you can view the properties of a selected style and rename it.
- *Applying Styles from Internal Style Sheets*, beginning on page 347, discusses how to apply styles based on classes and IDs to selected text.
- *Referencing External Style Sheets* on page 349 explains how you can reference an external style sheet text file from within a page.
- *Previewing with Cascading Style Sheets*, beginning on page 350, tells you how to preview and track CSS formatting using the *Document Layout Controller*.

Creating a Style Sheet

Creating a style sheet is simple and straightforward. When you are working in *Layout* mode, the *Stylesheet Window* is only a mouse-click away.

To create a style sheet within the current document, proceed as follows:

1 Click the CSS button ▣ above the main content area of the document window to open the *Stylesheet Window* and create a style sheet in the header section of the page.

2 You are now ready to add styles. (You can view the style sheet in *Source* mode after adding the first style; it appears as a STYLE tag in the HEAD section.)

To create an external style sheet, proceed as follows:

1 Choose *New Special* from the *File* menu and *Stylesheet Document* from the submenu that appears. This opens the *Stylesheet Window* and creates a new empty style sheet that can be saved to disk.

2 Add and edit new styles using the toolbar buttons and the *CSS Selector Inspector* (see the following sections).

3 Save the new style sheet to disk—for example, in your site folder—to ensure it appears in the *Site Window* and is within reach of *Point & Shoot*.

4 For instructions on how to link a document with or edit the newly created style sheet, please see *Referencing External Style Sheets* on page 349.

Creating Tag Selectors

One of the most useful features of Cascading Style Sheets technology is its ability to reformat the visible part an HTML document based on its structure, that is, its hierarchy of tags. By using tags as selectors, you can enhance the presentation of a document and maintain downward compatibility as a courtesy to visitors with non-CSS browsers. This means that users of 4.0 browsers will see the extra formatting that CSS permits, while the rest of your audience will see a plain (but structured) document.

You can use tag selectors in two different ways:

- Simple tag selectors reformat all instances of a particular tag within your page. For example, if you create a style with "h1" as the selector and the text properties *36 point* and *sans-serif,* all <H1> headers will appear that way.
- Contextual tag selectors reformat all instances of a particular tag enclosed within another tag. For example, if you create a style with "h1 i" as the selector and assign a special text color, a CSS-savvy browser will display all <I> tags within <H1> headers as colored text.

To create a style based on a tag selector, proceed as follows:

1. With the *Stylesheet Window* in the foreground, click the *New Tag* button <> in the *Stylesheet Toolbar*.

2. A new style appears in the *Stylesheet Window,* listed in the *Tags* category.

   The following screenshot shows the *Stylesheet Window* with a newly created "h2" tag selector.

The Stylesheet Window with Tag Selectors

Tag selectors are listed under the "Tags" category.

3. Leave the new style selected and go to the *CSS Selector Inspector*.

4. Locate the *Name* text box in the *Property Viewer* tab of the *CSS Selector Inspector* and enter the tag selector of your choice. Tag selectors are HTML start tags with the *greater than* and *less than* (<

and >) characters stripped off—for example, "h2" for second-level headers, "p" for plain-text paragraphs, "i" for italicized, and "b" for boldface inline formatting. Press the Return key to confirm.

⚠️ You can also reformat the hyperlinks in your page by using "A" as a tag selector.

5 Now go to the other tabs of the *CSS Selector Inspector* and add style properties, as desired.

For a complete reference of Adobe GoLive's CSS1 style options, see the section *CSS1 Style Property Reference* later in this chapter.

6 Any new style properties you add are automatically applied to any paragraph or block of text formatted with the tag used as the selector. The text formatting is updated within the document window to reflect the new style properties.

The following screenshot shows the *CSS Selector Inspector* after you have edited the properties of the new "h2" tag selector.

The CSS Selector Inspector Showing Tag Selector Properties

Use the Name text box to specify a tag selector.

After you have edited the tag selector, its style properties are listed here.
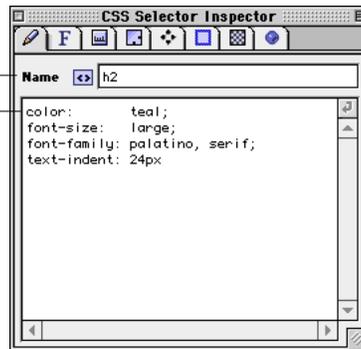
⚠️ Please note that the current release of Adobe GoLive doesn't display formatting created by contextual selectors. You will have to preview your page in a CSS-savvy 4.0 browser to see the result.

Creating Classes

As with paragraph and character styles in word processors or DTP programs, you can apply classes to any selected block of text, independent of the structure of an HTML document. Typical uses of classes include distinctive formatting for warning notes or other special information-carrying elements that need to stand out from the rest of the text. You can also use classes to create typographical effects, such as varying font sizes or font colors within a word.

There are, however, some caveats in using classes: Do not use classes to visually structure a document. Not only will this effect be completely lost on visitors with non-CSS browsers, but even worse, they will see a completely unstructured presentation of your document. Instead, restrict the use of classes to local formatting, such as for inline text or single paragraphs.

To create a style based on a class, proceed as follows:

1   With the *Stylesheet Window* in the foreground, click the *New Class* button ⬜ in the *Stylesheet Toolbar*.

2   A new style appears in the *Stylesheet Window*, listed on top of the other categories.

    The following screenshot shows the *Stylesheet Window* with a newly created "mboldclass" item.

The Stylesheet Window with a Class Style

Classes appear above the other categories.
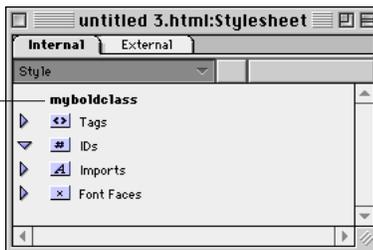
3   Leave the new style selected and go to the *CSS Selector Inspector*.

4   Locate the *Name* text box in the *Property Viewer* tab of the *CSS Selector Inspector* and enter a class name of your choice. You can use any alphanumeric character string as a class name—for example, "myboldclass". You don't have to enter the leading period; Adobe GoLive does this automatically. Press the Return key to confirm.

5   Now go to the other tabs of the *CSS Selector Inspector* and add style properties, as desired.

The following screenshot shows the *CSS Selector Inspector* after you have edited the properties of the new "myboldclass" style.

The CSS Selector Inspector Showing Class Properties

Use the Name text box to enter a class name.

After you have edited the class, its style properties are listed here.
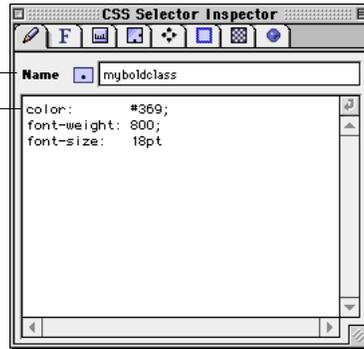
6   To apply the class style, select a range of text (anything from a single character to multiple paragraphs) in the document window and use the options in the *Style* tab of the *Text Inspector* (see *Applying Styles from Internal Style Sheets* on page 347).

Creating IDs

Unlike classes, which you can apply to an unlimited number of elements, IDs let you embed a specific style for a unique paragraph or range of text in your document. Use IDs for a headline with special formatting (see the example below) or any other text that needs unique treatment.

Using IDs to Format Headlines

The "TravelEZ" item is a normal paragraph formatted with an ID. Its style properties include font style and size, background and text color, margins, and padding.

The "#1 Newsletter …" item is also a normal paragraph formatted with an ID. Its style properties include font style and size, as well as negative margins that let it grow into the "TravelEZ" item.
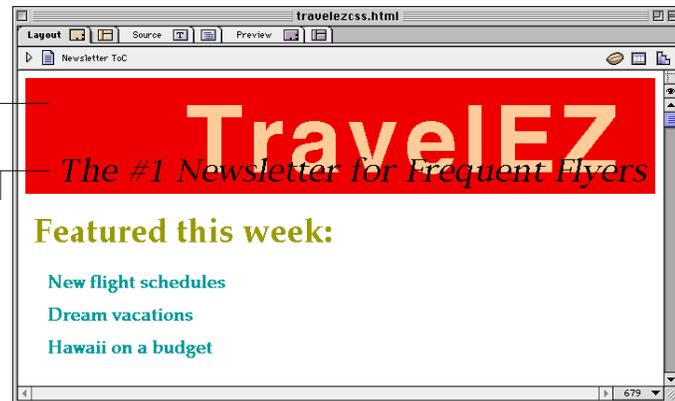
To create a style based on an ID, proceed as follows:

1   With the *Stylesheet Window* in the foreground, click the *New ID* button in the *Stylesheet Toolbar*.

2   A new style appears in the *Stylesheet Window*, listed in the ID category.

3   Leave the new style selected and go to the *CSS Selector Inspector*.

4   Locate the *Name* text box in the *Property Viewer* tab of the *CSS Selector Inspector* and enter a unique ID name of your choice—for example, "myheaderid". You can use any alphanumeric character string with a leading pound sign ("#") as the ID name. Press the Return key to confirm.

  The following screenshot shows the *Stylesheet Window* with a newly created "myheaderid" style.

The Stylesheet Window with an ID Style

ID styles are listed under the "IDs" category.
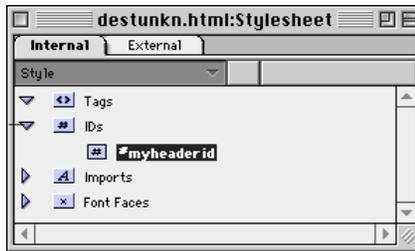
5   Now go to the other tabs of the *CSS Selector Inspector* and add style properties, as desired.

  The following screenshot shows the *CSS Selector Inspector* after you have edited the properties of the new "myheaderid" style.

The CSS Selector Inspector Showing ID Properties

Use the Name text box to enter a class name.

After you have edited the class, its style properties are listed here.

6   Applying the ID style requires that you hand-edit the source code of your page (see *Applying Styles from Internal Style Sheets* on page 347).

Managing Styles

The *Stylesheet Window* lets you duplicate and delete styles as follows:

- Duplicate styles by selecting them and clicking the *Duplicate* button ⊞ in the *Stylesheet Toolbar.* Duplicating a style creates an exact copy, complete with all style properties.
- Delete styles by selecting them (multiple selections are supported) and choosing the *Clear* command from the *Edit* menu or pressing the Backspace key.

Naming Styles and Viewing Properties

The *Property Viewer* tab of the *CSS Selector Inspector* lets you name or rename a style and view the style options you select in the other tabs of the *CSS Selector Inspector*.

The Property Viewer Tab of the CSS Selector Inspector

Use this text box to name or rename styles.

Styles properties are listed here.
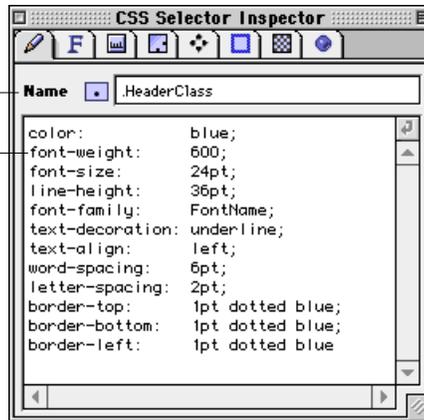
To view the properties of a style in the *Property Viewer* tab or rename it, proceed as follows:

1 Select the style in the *Stylesheet Window* or the *CSS* tab of the *Web Database*.

2 Open the context-sensitive *Inspector* window (if not already open).

3 The *CSS Selector Inspector* appears, with the *Property Viewer* tab in the front.

4 Select the style name in the *Name* text box and type a new name, if desired. Don't forget the pound sign (#) in front of ID names. Adobe GoLive automatically inserts the period in front of CLASS names.

Preceding sections on style creation discuss the *Name* text box and its associated style naming conventions. Please refer to them to learn more about its use.

5   Look at the list box below the *Name* text box to view the style properties.

Applying Styles from Internal Style Sheets

Styles are applied in three alternative ways, depending on their selectors. Styles assigned to HTML tags via tag selectors are applied automatically, while classes require that you select text and apply them manually. The latter occurs in the *Style* tab of the *Text Inspector*, which lists all classes existing in the page's internal or an external style sheet.

IDs are a special case because of ambiguities that are still unsolved in the Cascading Style Sheets specification. The current release of Adobe GoLive lets you create IDs, but you have to hand-code in *Source* mode to use them in your page. A future release will offer a more user-friendly solution.

The Style Tab of the Text Inspector
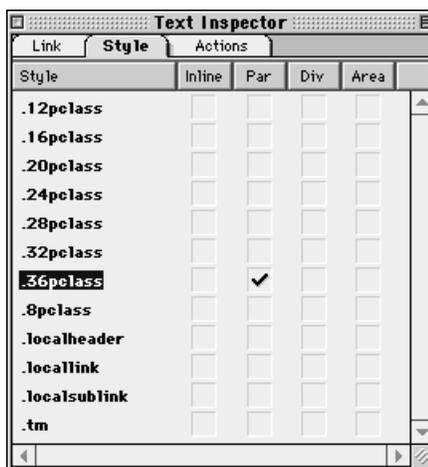
To apply classes, proceed as follows:

•   Select a block of text within a paragraph, locate the desired style, then click a checkbox in the *Inline* column of the respective row to create an inline style.

•   Place the cursor in a paragraph, locate the desired style, then click a checkbox in the *Par* column of the respective row to format the entire paragraph with that style.

- Put the cursor in a paragraph, locate the desired style, then click a checkbox in the *Div* column of the respective row to format the entire paragraph with that style and create a division that is disconnected from the normal flow of HTML.

- Place the cursor anywhere in the document, locate the desired style, then click a checkbox in the *Area* column of the respective row to apply that format to the body section of the page.

To apply an ID, proceed as follows:

1   Note the name of the desired ID from the *Stylesheet Window*.

2   Switch to *Source* mode by clicking the *Source* tab rider in the document window.

3   Locate the paragraph or block of text to which you want to assign the ID and remove all other formatting to reduce the risk of ambiguity.

4   If the text to be reformatted is a paragraph, hand-edit the <P> tag by inserting the ID as an attribute in the start tag. For example, if the ID name is *#headerbox*, edit the code as follows:

-   Your original source code looks like this:

```
<P>TravelEZ</P>
```

-   After you insert the ID attribute, your source code should look like this:

```
<P ID="headerbox">TravelEZ</P>
```

5   If the text to be reformatted is a block of text within a paragraph, you will have to enclose that text in a <SPAN> or <DIV> tag and insert the ID as an attribute in the start tag. For example, if the ID name is *#headerbox*, edit the code as follows:

-   Your original source code looks like this:

```
<P>Welcome to TravelEZ</P>
```

-   After you insert the <SPAN> tag with the ID attribute, your source code should look like this:

```
<P <SPAN ID="headerbox">Welcome to TravelEZ<SPAN/
></P>
```

6   Switch back to *Layout* mode to view the effect. If you are not satisfied with the result, select the ID style in the *Stylesheet Window* and edit its properties as desired.

Referencing External Style Sheets

The *External* tab of the *Stylesheet Window* lists all external style sheets referenced by the current page. In conjunction with the *Stylesheet Toolbar* and the *External Stylesheet Inspector,* it also lets you link to an external style sheet—both on your local hard disk and out on the Web.

The External Tab of the Stylesheet Window

Referenced style sheets appear here, complete with the URL path to their storage location.

To reference an external style sheet, proceed as follows:

1   Click the *External* tab in the *Stylesheet Window*.

2   Click the *New Item* button in the *Stylesheet Toolbar*.

3   A new empty reference to an external style sheet appears in the *Stylesheet Window*.

An Empty Reference in the Stylesheet Window

An empty reference is a placeholder for linking with a physical style sheet.

4   Select the empty reference and go to the *External Stylesheet Inspector*.

5   In the *External Stylesheet Inspector*, type in the URL path and filename of the style sheet in the *URL* text box, click the *Browse* button to locate the style sheet in the subsequent file selection dialog, or click the *Point & Shoot* button to link to a style sheet in the *Site Window*.

The External Stylesheet Inspector

Use any of these options to link to an external style sheet.

Click this button to open an external style sheet for editing.

Use these buttons to change the cascading order of multiple external style sheets.
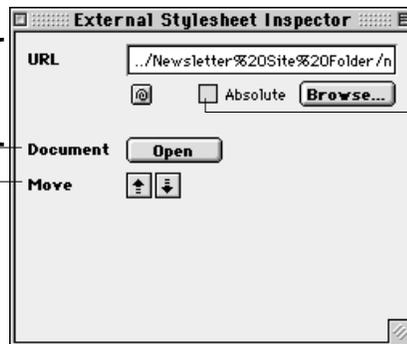
This checkbox converts the path to the referenced stylesheet to an absolute path. This option is discussed in the section *Setting Up Adobe GoLive to Use Absolute Paths* on page 719 in Chapter 17, *Managing Web Sites with Adobe GoLive*.

6 If you need more than one style sheet, repeat steps 2 through 5.

7 If the referenced style sheet contains tag selectors that match the HTML tags used in your document, the document will be reformatted automatically.

8 Use the *Move Up* and *Move Down* buttons in documents with several external style sheets to change the cascading order. The *Move Up* button increases the weight of a style sheet. If conflicts arise between style rules, its styles take precedence over those from style sheets that are lower in the cascade. The *Move Down* button decreases the weight of a style sheet.

9 Once you have referenced a style sheet on your local hard disk, you can open it for editing (if it is not write-protected):

- Select the style sheet in the *Stylesheet Window*.

- Click the *Open* button in the *External Stylesheet Inspector*.

- The styles from the external style sheet appear in the *Stylesheet Window* now, where you can click and edit them using Adobe GoLive's CSS editing tools.

Previewing with Cascading Style Sheets

Adobe GoLive's *Layout View Controller* contains a selection of tools for previewing pages formatted with Cascading Style Sheets. It lets you disable style sheets to view the page as it would appear in a non-CSS browser or choose one of the default style sheets from the *Web Database* (see page 748) to simulate the appearance of your page in several browsers on the two major platforms.

CSS Previewing Options in the Layout View Controller

Use this option to toggle style sheets on and off.

Use this option to preview elements with negative margin values.

Choose an option from this popup menu to preview your page on multiple platforms.

Use this option to mark up CSS-formatted links.

Use this option to mark up a class or ID.

Use this option to mark up a tag with CSS formatting.

Use the CSS options in the *Layout View Controller* as follows:

1 In *Layout* mode, click the "eye" button ☻ in the upper right corner of the document window to open the *Layout View Controller*.

2 Click the *Use Stylesheets* checkbox repeatedly to toggle CSS formatting on and off and check if the page looks acceptable in plain HTML.

3 Check the *Allow overlapping paragraphs* checkbox to preview how elements with negative margin values grow into adjacent elements.

4 Select the options from the *Root* menu one by one to let Adobe GoLive simulate the look of your page in Windows-based or Macintosh-based browsers. This previewing feature is based on the default style sheets stored in the *CSS* tab of the *Web Database*. (See *The CSS Tab* on page 748 in *Chapter 18, The Web Database.)*

5 Select an option from the *Links* menu to mark up hyperlinks with extra CSS formatting.

6 Choose an option from the *Mark Style* menu to mark elements formatted with classes or IDs.

7 Select an option from the *Links* menu to mark tags formatted with tag selectors.

Part 18— CSS1 Style Property Reference

Part 18 presents the style properties that Adobe GoLive supports and suggests where to find browser compatibility information. It has nine sections:

- The *General* section on page 352 explains the purpose of the *CSS Selector Inspector*, discusses to what extent Adobe GoLive supports the CSS1 Specification, and recommends where to find information on CSS1 browser compatibility.

- *Font Properties*, starting on page 353, introduces the *Font Properties* tab of the *CSS Selector Inspector* and gives detailed instructions for using font style options.

- *Text Properties*, starting on page 355, introduces the *Text Properties* tab of the *CSS Selector Inspector* and details how to use spacing and text style options.

- The *Box Properties* section, starting on page 356, explains the *Box Properties* tab of the *CSS Selector Inspector* and gives detailed instructions for using margin, padding, and floating properties.

- *Positioning Properties*, starting on page 359, introduces the *Positioning Properties* tab of the *CSS Selector Inspector* and describes how to use positioning, clipping, stacking, and overflow options.

- *Border Properties* on page 361 presents the *Border Properties* tab of the *CSS Selector Inspector* and provides detailed instructions for creating visual borders around text elements and paragraphs.

- The *Background Properties* section, starting on page 362, introduces the *Background Properties* tab of the *CSS Selector Inspector* and describes using the background image and color as well as tiling options.

- *List Properties*, starting on page 363, introduces the *List Properties* tab of the *CSS Selector Inspector* and discusses using list formatting options.

- *Specifying Unsupported Properties* on page 364 explains how to specify format options that Adobe GoLive's style property inventory does not cover.

General

As noted before in the description of the *CSS Selector Inspector,* this window contains the entire inventory of style properties that Adobe GoLive currently supports. The style inventory covers the major part of the CSS1 specification, with the exception of some style options that cause problems in all major browsers.

You'll find the following information useful as a reference when editing style sheets selected in the *Stylesheet Window.*

⚠ Currently, all 4.0 browsers display only a few style properties. Some properties work with a single browser only, some don't work at all but cause no harm, and others let the browser crash. When applying a style property to your pages, make sure you test it in all major browsers that claim to support Cascading Style Sheets. For a listing of browser-safe features, please visit *Web Review's Style Sheets Reference Guide* at *http://www.webreview.com/guides/style/#charts*

Font Properties

The *Font Style* tab *of the CSS Selector Inspector* lets you define a font family and make font style settings, including color, font size, and line height.

The Font Style Tab of the CSS Selector Inspector

Use this option to specify a font color.

Use this option to specify a relative or absolute font size.

Use this option to specify line height as an absolute value or a percentage.

Use this option to control the slant of the font family.

This list box shows the members of the font family.

Use this text box and the popup menu to edit the font family.

Use these buttons to shift a font up and down in the list.
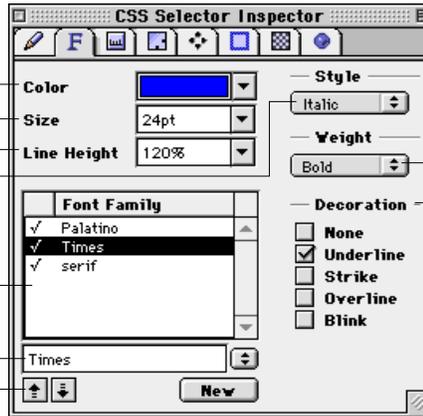
Use this option to control the weight of the font family.

Use any of these options to add special formatting to the font

To edit the font properties of a style in the *Font Family* tab, proceed as follows:

1   Create a new style, Class, or ID in the *Stylesheet Window*.

2   With the new style still selected, click the *Font Style* tab rider of the *CSS Selector Inspector*.

3   Choose a font color from the *CSS1 Color*s popup menu or drag in a selection from the *Web-Safe Colors* tab of the *Color Palette*. This option sets the *foreground-color* property for the current style.

4   Go to the *Size* text box. This option sets the *font-size* property for the current style.

    Choose an absolute, relative, or length unit, or a percentage from the *CSS1 Units* popup menu, then enter a number in the *Size* text box. After you press the Return key, the specified size will appear in the text box, along with the selected unit.

5   Go to the *Line Height* text box. This option sets the *line-height* property for the current style—that is, the distance between the baselines of two adjacent lines of text.

    Pick a unit (we recommend percent to maintain scalability) from the *CSS1 Units* popup menu, then enter a value in the *Line Height* text box. Press the Return key and the specified height will appear in the text box, along with the selected unit.
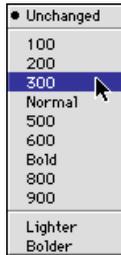
6   Go to the *Style* popup menu. This option sets the *font-style* property for the current style, addressing the *Normal* (sometimes called "roman"), *Italic,* and *Oblique* font faces within a font family.

7   Go to the *Weight* popup menu. This option sets the *font-weight* property for the current style, similar to the various font-weight specifications used in the DTP world, such as *Regular*, *Roman*, *Book*, *Medium*, *Semi-* or *DemiBold*, *Bold*, *Black*, and others.

Choose any value from 100 to 900. Each number represents a font weight, with the keywords *Normal* and *Bold* used instead of 400 and 700, respectively. The *Lighter* and *Bolder* values select font weights that are relative to the weight inherited from the parent element.

8   Go to the *Font Family* list box. This option sets the *font-family* property for the current style, letting you choose your preferred font or specify a list of fonts to be used alternatively. You can choose between the fonts installed on your system and general font specifications, such as *serif*, *sans-serif*, *fantasy*, and *cursive.* (See *Fonts Preferences* on page 100 for instructions on setting default fonts for these general specifications.) To add a new font to the family, proceed as follows:

-   Click the *New* button below the list box. A new *FontName* entry will appear both in the list box and the text box below.

-   Type a font name in the text box or select a system font from the popup menu to the right, then press Return to add the font to the list. A checkmark appears to the left of the font name.

-   Repeat the steps listed above to add more font choices to the font family.

-   To change the order of preference, select an entry from the list and use the *Up* and *Down* buttons to shift the selection.

9   Go to the *Decoration* section and select additional formatting for the *text-decoration* property, such as <u>Underline</u>, ~~Strike~~, *Overline*, or *Blink*, if you want.

Text Properties

The *Text Properties* tab of the *CSS Selector Inspector* lets you define various spacing, case, and alignment properties for the current style.

The Text Properties Tab of the CSS Selector Inspector

Use this option to indent the text.

Use this option to control inter-word spacing.

Use this option to control character spacing.

Use this option to set the vertical alignment.

Use this option to select small caps.

Use this option to control capitalization and case.

Use this option to set the horizontal alignment.
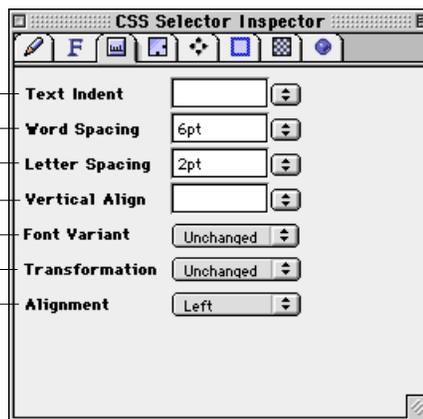
To edit the spacing, case, and alignment properties of a style in the *Text Properties* tab, proceed as follows:

1 Create a new style, Class, or ID in the *Stylesheet Window* if you haven't done so in previous steps.

2 With the new style still selected, click the *Text Properties* tab of the *CSS Selector Inspector*.

3 Go to the *Text Indent* text box. This option sets the *text-indent* property for the current style.

   Choose a length unit or a percentage from the *CSS1 Units* popup menu, then enter an indentation in the *Text Indent* text box. After you press the Return key, the specified indentation will appear in the text box, along with the selected unit.

4 Go to the *Word Spacing* text box. This option sets the *word-spacing* property for the current style, specifying an addition to the default space between words.

   Choose a length unit from the *CSS1 Units* popup menu, then enter a number in the *Word Spacing* text box. Press the Return key and the specified spacing will appear in the text box, along with the selected unit.

5 Go to the *Letter Spacing* text box. This option sets the *letter-spacing* property for the current style, specifying an addition to the default space between individual letters.

   Choose a length unit from the *CSS1 Units* popup menu, then enter a number in the *Letter Spacing* text box. After you press the Re-

turn key, the specified spacing will appear in the text box, along with the selected unit.

6   Go to the *Vertical Align* popup menu. This option sets the *vertical-align* property for the current style, specifying the vertical positioning of the element it is assigned to.

Choose an option from the *CSS1 Units* popup menu:

cssBaseAlign	aligns the baseline of the element with the baseline of the parent element
Sub	subscripts the element
Super	superscripts the element
Top	aligns the top of the element with the tallest element on the line (relative to the formatted line that the element is a part of)
Text Top	aligns the top of the element with the top of the parent element's font
Middle	aligns the vertical midpoint of the element (typically an image) with the baseline plus half the x-height of the parent
Bottom	aligns the bottom of the element with the lowest element on the line (relative to the formatted line that the element is a part of)
Text Bottom	aligns the bottom of the element with the bottom of the parent element's font
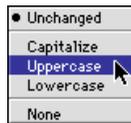
7   Go to the *Font Variant* popup menu to select small caps.

8   Go to the *Transformation* popup menu to select *Capitalization*, *Uppercase*, or *Lowercase*.

9   Go to the *Alignment* popup menu and select a horizontal alignment, if desired. Options include *Left*, *Center*, *Right*, and *Justify*.

Box Properties

The *Box Properties* tab of the *CSS Selector Inspector* lets you define the properties of the "box" (see *The CSS1 Formatting Model* on page 334) generated by the current style, including its visual and non-visual properties.

Use these options to set the invisible margin
around an element.

Use these options to set the distance between the
border and the content of an element.

Use these options to control the positioning and
size of floating elements.
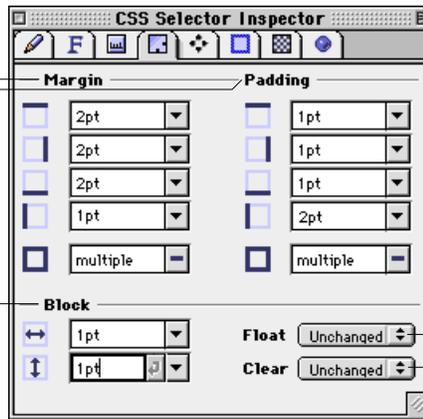
Use this option to format the ele-
ment as a floating box.

Use this option to clear or allow
floating boxes on either side of the
element.

To edit the box properties of a style in the *Box Properties* tab, proceed
as follows:

1   Create a new style, Class, or ID in the *Stylesheet Window* if you ha-
    ven't done so in previous steps.

2   With the new style still selected, click the *Box Properties* tab rider
    of the *CSS Selector Inspector*.

3   Go to the *Margin* section. Its options set the *margin*, *margin-top*,
    margin-right, *margin-bottom*, and *margin-left* properties—that
    is, the invisible margin for any element formatted with the cur-
    rent style. You can also decrease the spacing toward surrounding
    elements. Negative values cause two elements to overlap.

    Choose a length unit or a percentage (recommended for better
    scalability) from the *CSS1 Units* popup menu, then enter a num-
    ber in any of the *Top*, *Right*, *Left*, and *Bottom Margin* text boxes.
    Or use the *All Margins* text box to specify the margin in all four
    directions at once. After you press the Return key, the specified
    margin will appear in the text box, along with the selected unit.

4   Go to the *Padding* section. The options in this section set the *pad-
    ding*, *padding-top*, *padding-right*, *padding-bottom*, and *padding-
    left* properties—that is, the spacing between the border and the
    content of any element formatted with the current style.

    Pick a length unit or a percentage (recommended for better scal-
    ability) from the *CSS1 Units* popup menu, then enter a number in
    any of the *Top*, *Right*, *Left*, and *Bottom Padding* text boxes. Or to
    specify the spacing in all four directions at once, use the *All Pad-
    dings* text box. After you press the Return key, the specified pad-
    ding will appear in the text box, along with the selected unit.

5 Go to the *Block* section. Its two options set the complementary *width* and *height* properties for any element formatted with the current style. This property is most useful with referenced elements, such as images.

Choose a length unit or a percentage from the *CSS1 Units* popup menu, then enter a number in the *Width* or *Height* text box and leave the other property set to *Auto* to ensure that the element is scaled proportionally. Press the Return key and the specified size will appear in the text box, along with the selected unit. Leaving both *width* and *height* properties set to *Auto* displays the referenced item in its original size.

6 Go to the *Float* popup menu and set the *float* property to create an element that is not part of the normal flow of text. Choose any of the following options:

- *Left* moves the element to the left, so the text wraps on the right side of the element.

- *Right* move s the element to the right, so the text wraps on the left side of the element.

- *None* causes the element to appear where it occurs in the text.

7 Go to the *Clear* popup menu and set the *clear* property to specify which side of the element will not accept floating elements. Choose any of the following options:

- *Left* moves the element below any floating element on the left side.

- *Right* moves the element below any floating element on the right side.

- *None* allows floating elements on all sides.

Positioning Properties

The *Positioning Properties* tab of the *CSS Selector Inspector* lets you define the positioning properties of any floating element formatted with the current style, including position, clipping behavior, rank in the stacking order, overflow behavior, and visibility.

The Positioning Tab of the CSS Selector Inspector

Use these options to position floating elements.

Use these options to control the clipping behavior of floating elements.

Use these options to control the stacking order of floating elements.

Use these options to control the display properties of excessive content in elements.

Use these options to control the visibility of elements.
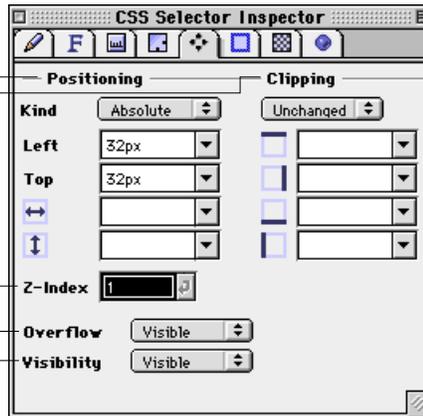
To edit the positioning properties of a style in the *Positioning Properties* tab, proceed as follows:

1. Create a new style, Class, or ID in the *Stylesheet Window* if you haven't done so in previous steps.

2. With the new style still selected, click the *Positioning Properties* tab rider of the *CSS Selector Inspector*.

3. Go to the *Positioning* section. Its options set the positioning properties for any element formatted with the current style. Options include *Absolute*, *Static*, and *Relative*.

   Select the positioning method from the *Kind* menu:

   - Choose *Absolute*, then enter the coordinates (preferably in pixels) in the *Left* and *Top* text boxes to specify the position of the floating element with respect to the upper left corner of the browser's main display area.

   - Choose *Static* to let the element flow with the text.

   - Choose *Relative*, then enter the coordinates (preferably in pixels) in the *Left* and *Top* text boxes to specify the position of the element with respect to the parent element.

   - Enter measurements in the *Width* ↔ and *Height* ↕ text boxes to specify the size of the element, if desired.

4   Go to the *Clipping* section. The options in this section set the clipping properties for any element formatted with the current style, determining where and how the element is visually cropped when it overlaps with adjacent elements. Options include *Auto* and *Rect*.

Select the clipping method from the popup menu:

-    Choose *Auto* to let the browser determine the clipping properties.

-    Choose *Rect* to crop the element to a rectangular box, then enter the measurement by which the element is to be cropped in the *Top*, *Right*, *Bottom*, and *Left* text boxes.

5   Go to the *Z-Index* text box. This property controls the stacking order of floating elements by assigning a simple numeral to each layer. If two elements overlap, the one with the higher z-index conceals a portion of the other.

Enter any whole number into the *Z-Index* text box to specify the position in the stacking order.

6   Go to the *Overflow* popup menu and set the *overflow* property to determine how the element will behave if its content outgrows its specified size. Choose any of the following options:

-    *Visible* causes the element to grow with its content.

-    *Scroll* adds a vertical or horizontal scrollbar to the element.

-    *Hidden* hides excessive content.

-    *Auto* defaults to the browser's preferences for handling excessive content.

7   Go to the *Visibility* popup menu and set the *visibility* property to determine whether the element is displayed or not when the browser loads the page. The visibility property is useful as an initial setting that scripting will override. Choose any of the following options:

-    *Inherited* assumes the *visibility* property of the parent element.

-    *Visible* lets you display the element when the browser loads the page.

-    *Hidden* hides the element from view.

Border Properties

The *Border Properties* tab of the *CSS Selector Inspector* lets you set the borders of the "box" (see *The CSS1 Formatting Model* on page 334) generated by the current style, including line width, color, and line style.

The Border Properties Tab of the CSS Selector Inspector

Use these options to specify line width, color, and line style for each physical border.

Use these options to specify line width, color, and line style for all four borders in one go.
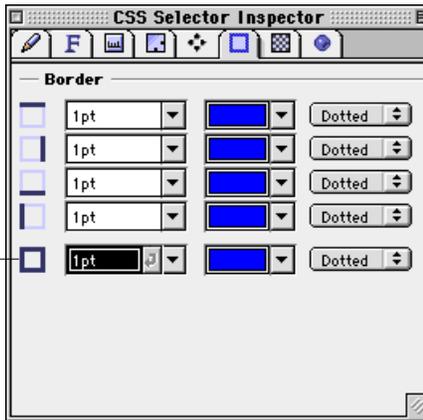
To edit the border properties of a style in the *Border Properties* tab, proceed as follows:

1   Create a new style, Class, or ID in the *Stylesheet Window* if you haven't done so in previous steps.

2   With the new style still selected, click the *Border Properties* tab rider of the *CSS Selector Inspector*.

3   The options in this tab set the *border*, *border-top*, *border-right*, *border-bottom*, and *border-left* properties, adding a visual border to any element formatted with the current style.

   Choose a length unit from the *CSS1 Units* popup menu, then enter a number in any of the *Top*, *Right*, *Left*, and *Bottom Border* text boxes, or use the *All Borders* text box to add a border to all four edges at once. After you press the Return key, the specified border width will appear in the text box, along with the selected unit.

4   Go to the color field to the right of the text box and choose a border color from the *CSS1 Color*s popup menu or drag in a selection from the *Web-Safe Colors* tab of the *Color Palette*.

5   Go to the line style popup menu at the right edge of the tab and choose a line style. Options include *Dotted*, *Dashed*, *Solid*, *Double*, *Groove*, *Ridge*, *Inset*, and *Outset*.
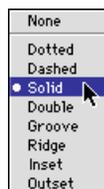
Background Properties

The *Background Properties* tab of the *CSS Selector Inspector* enables you to set the background of the "box" (see *The CSS1 Formatting Model* on page 334) generated by the current style. Options include an image or color.
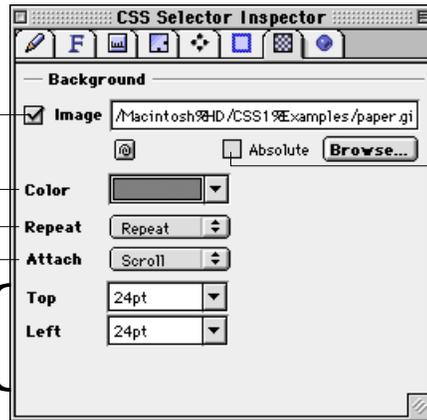
The Background Tab of the CSS Selector Inspector

Use this option to reference a background image.

Use this option to select a background color.

Use this option to control background tiling.

Use this option to set background image flow.

Use these options to specify the position of the image relative to the surrounding "box".

This checkbox converts the path to the referenced image to an absolute path. This option is discussed in the section *Setting Up Adobe GoLive to Use Absolute Paths* on page 719 in Chapter 17, *Managing Web Sites with Adobe GoLive*.

To edit the background properties of a style in the *Background Properties* tab, proceed as follows:

1. Create a new style, Class, or ID in the *Stylesheet Window* if you haven't done so in previous steps.

2. With the new style still selected, click the *Background Properties* tab rider of the *CSS Selector Inspector*.

3. Go to *Image* option to set a background image for any element formatted with the current style. When you set a background image, also set a background color that will be used when the image is unavailable. When the image is available, it is overlaid on top of the background color.

   Select the *Image* checkbox and type in the resource locator of the image file, click the *Browse* button and locate the file in the subsequent file selection dialog, or use *Point & Shoot* to link to an image in the *Site* window.

4. Go to the color field below and choose a background color from the *CSS1 Color*s popup menu or drag in a selection from the *Web-Safe Colors* tab of the *Color Palette*.
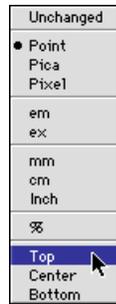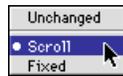
5 Go to the *Repeat* popup menu if you want the image to tile horizontally, vertically, or in both directions. Use the *Repeat* options as follows:

- Choose *Repeat* if you want the image to tile both horizontally and vertically.

- Choose *Repeat x* if you want the image to tile horizontally.

- Choose *Repeat y* if you want the image to tile vertically.

- *Once* sets this property to *no-repeat*, disabling tiling.

6 Go to the *Attach* popup menu to set the *background-attachment* property. This property determines if the image is fixed with regard to the browser's display area or if it scrolls along with the content. Use the *Attach* options as follows:

- Choose *Scroll* if you want the image to scroll along.

- Choose *Fixed* if you don't want the image to scroll along.

7 Go to the *Top* and *Left* text boxes. These options set the position of the image within the "box" created by the current style.

Choose a length unit, a percentage, or any of the *Left*, *Center*, *Right*, or *Top*, *Center*, *Bottom* keyword options from the *CSS1 Units* popup menu, then enter a number in the *Top* and *Left* text boxes. After you press the Return key, the specified position will appear in the text box, along with the selected unit.

List Properties

The *List Properties* tab of the *CSS Selector Inspector* allows you to set the appearance of list item markers generated by the current style. Options include list item marker shapes, a custom image to serve as the marker, and marker positioning.

The List Tab of the CSS Selector Inspector

Use these options to reference an image for use as a list marker.

Use this option to select a default style for the list marker.

Use this option to position the list marker relative to the list text.

Any unsupported properties you specify appear in this list box.

Use these text boxes to specify unsupported properties.

This checkbox converts the path to the referenced image to an absolute path. This option is discussed in the section *Setting Up Adobe GoLive to Use Absolute Paths* on page 719 in Chapter 17, *Managing Web Sites with Adobe GoLive*.

To edit the list item marker properties of a style in the *List Properties* tab, proceed as follows:

1   Create a new style, Class, or ID in the *Stylesheet Window* if you haven't done so in previous steps.

2   With the new style still selected, click the *List Properties* tab rider of the *CSS Selector Inspector*.

3   Go to the *Image* option to set the *list-style-image* property and use a custom image as a list item marker.

    Select the *Image* checkbox and type in the resource locator for the image file, click the *Browse* button and locate the file in the subsequent file selection dialog, or use *Point & Shoot* to link to an image in the *Site* window.

4   Go to the *Style* popup menu to set the *list-style-type* property and determine the appearance of the list item marker using CSS1 standard choices. Options are available for bullet-type lists (*Disc*, *Circle*, *Square*), numbered lists (*Decimal*, *Lower Roman*, *Upper Roman),* and alphabetical lists (*Lower Alpha* and *Upper Alpha*).
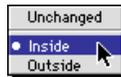
5   Go to the *Position* popup menu to set the *list-style-position* property and determine where the list item marker will appear. Options include:

    -   *Inside* sets the list item marker flush with the second, third, and following lines of text.

    -   *Outside* adds a first-line indent, letting the list item marker stand out from the rest of the text (like the dash at the start of this item).

Specifying Unsupported Properties

To ensure upward compatibility with future releases of the CSS Specification, Adobe GoLive lets you specify still unsupported properties and their values. This occurs in the *List Properties* tab of the *CSS Selector Inspector.*

To specify an unsupported property in the *List Properties* tab, proceed as follows:

1   Create a new style, Class, or ID in the *Stylesheet Window* if you haven't done so in previous steps.

2   With the new style still selected, click the *List Properties* tab rider of the *CSS Selector Inspector*.

3   Go to the list box at the bottom of the *List* tab and click *New*.

4   A *property-name* and *property-value* pair appears in the two text boxes below the list box. Enter the new property, tab on to the value text box, then enter the desired value and press the Return key to have your entry registered.

View and check your entry in the *Property Viewer* tab of the *CSS Selector Inspector*.

Part 19— Cascading Style Sheets Tutorial

Cascading StyleSheets Example

The following section provides a step-by-step introduction to the wealth of formatting options provided by Adobe GoLive's implementation of Cascading Style Sheets. The screenshot below illustrates how CSS1 Styles influence the appearance of a Web page.

CSS1 Styles Applied to Text Content
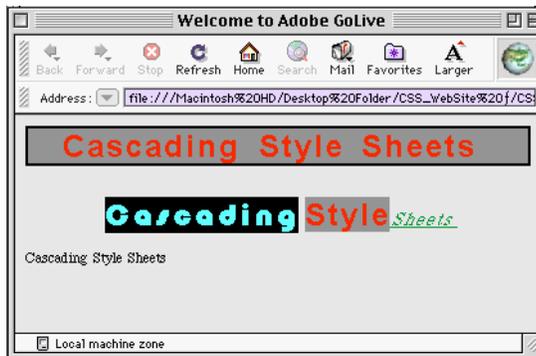
To make yourself familiar with the use of style sheets, we recommend that you use an external style sheet document. Proceed as follows:

1   Choose *New Special* from the *File* menu, then *Stylesheet Document* from the submenu that appears.

Creating a Style Sheet Document

File	
New	⌘N
New Site	▶
New Special	▶
Open...	⌘O
Open Recent Files	▶
Close	⌘U
Save	⌘S
Save As...	⇧⌘S
Revert to Saved	⌥⌘Z
FTP Upload & Download...	⇧⌘F
Web Download...	⇧⌘O
Document Encoding	▶
Page Setup...	
Print...	⌘P
Quit	⌘Q

Submenu under New Special:
- New Text Document
- **New Stylesheet Document**
- New Javascript Document
- New WebObject Source Docume[nt]
- New QuickTime Movie
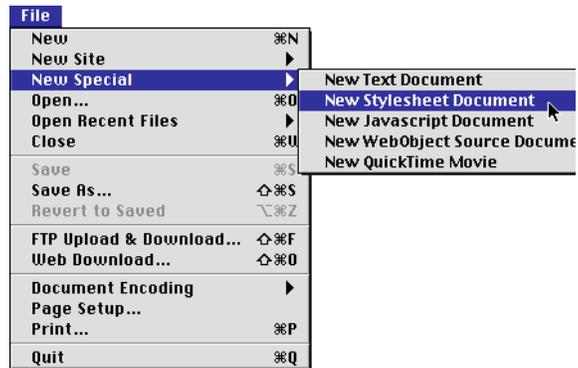
⚠ Rather than defining an internal style sheet for each and every page you want to apply some extra formatting to, it is easier to create a stand-alone external style sheet document. You can then reference this external style sheet from any page to make its style options available.

2   Add a *New Class* item to the new style sheet document by clicking the *New Class* button on the *Stylesheet Toolbar*.

Adding A New Class to a StyleSheet Document

```
    🍎  File  Edit  Style  Format  Special  Site
  [ · ] [ <> ] [ # ]  [ 🔎 ] [ + ]
  [New Class]========= untitled 3.css =========回目
  Style                                    ▲
  ▽  [ · ] Classes                         ▲
  ▽  [<>] Tags
  ▽  [ # ] IDs
  ▷  [ A ] Imports
  ▷  [ × ] Font Faces



                                           ▼
  ◀                                    ▶  //
```
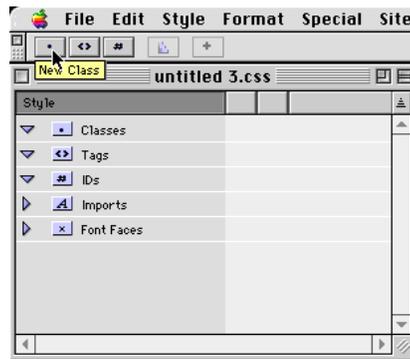
3   Go to the *Basics* tab of the *CSS Selector Inspector* and enter a class name in the *Name* text box–for example, Class1.

Naming a Class in a StyleSheet Document

New Class

CSS Selector Inspector
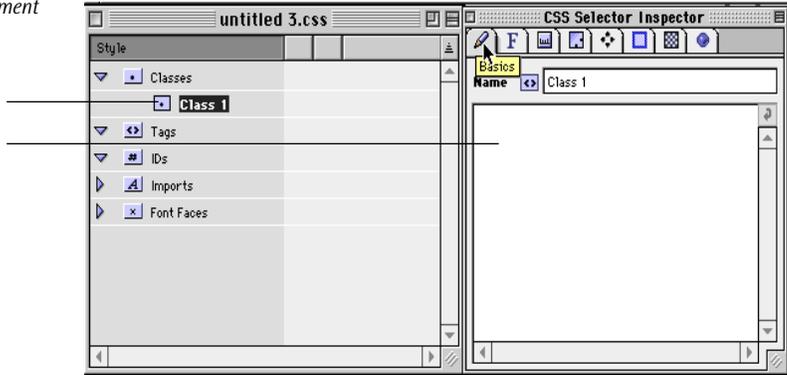
4 You are now ready to specify various style properties using the options on the other tabs of the *CSS Selector Inspector*.

The following example illustrates how you specify the desired color, font set, font-size, and font-weight (bold) properties in the *Font* tab of the *CSS Selector Inspector*.

The CSS Selector Inspector

The Font Tab of the CSS Selector Inspector
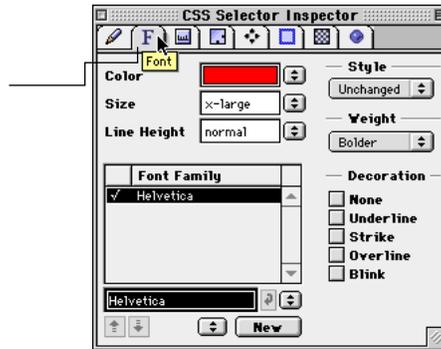
More style properties are available on the *Border* and *Background* tabs.

The Border and Background Tabs of the CSS Selector Inspector
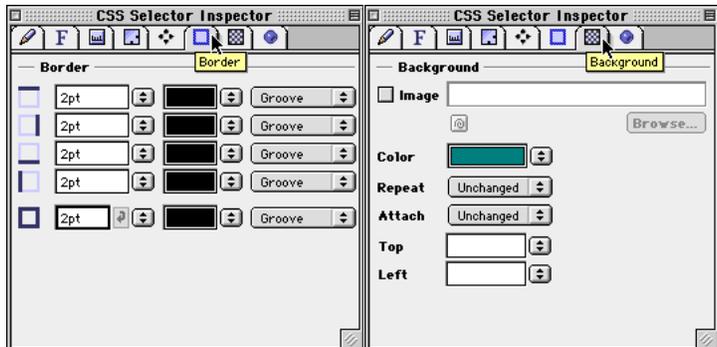
⚠️   For a detailed description of the other CSS Selector Inspector tabs, see the section *CSS1 Style Property Reference*, starting on page 351.

You can duplicate the newly created class by clicking the *Stylesheet Toolbar*, then modify the copy in the *CSS Selector Inspector*, thus creating further variations of a class.

Duplicating a Class
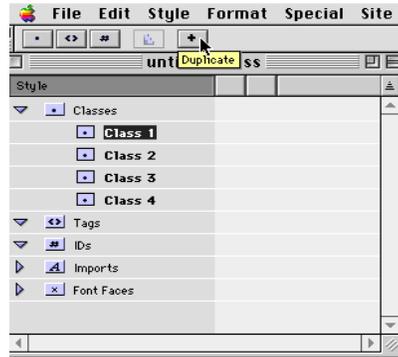
When you are done creating style sheets and specifying style properties, save your CSS document as *external.css*. Make sure you save the file with the default *css.* filename extension to ensure that it is recognized as an external style sheet.

You can now assign the newly specified styles anywhere throughout your Web pages. To do so, proceed as follows:

1   Open a Web page in *Layout* view and click the *CSS* button in the upper right corner of the document window.

2   Go to the *StyleSheet Window* and click the *External* tab, then insert a document placeholder by clicking the *New Item* button on the *Stylesheet Toolbar*.

Creating a Style Sheet Document

The CSS Button in Layout View

The External Tab of the Style Sheet Window
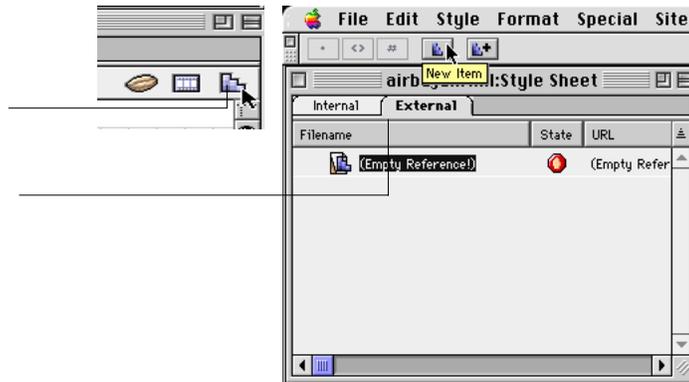
3   Now create a reference to the previously saved *external.css* document, using one of Adobe GoLive's link creation techniques, such as Point & Shoot shown in the example below. (To use Point & Shoot, the *external.css* document must be part of your site.)

Referencing a Style Sheet via Point & Shoot
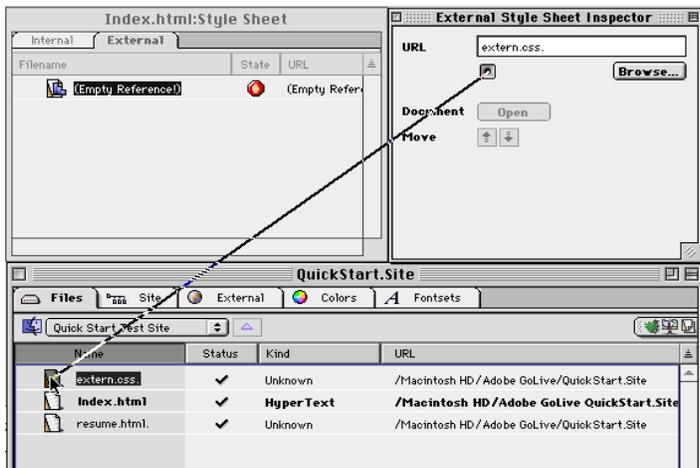
4   In *Layout* mode, type a line of text in the document window and select any word by double-clicking.

5   Go to the *Style* tab in the *Text Inspector* (see next page).

6   Click any of the check boxes in the *Inline* column. The selected text will be reformatted using the style properties of the respective class.

Assigning an Inline Style
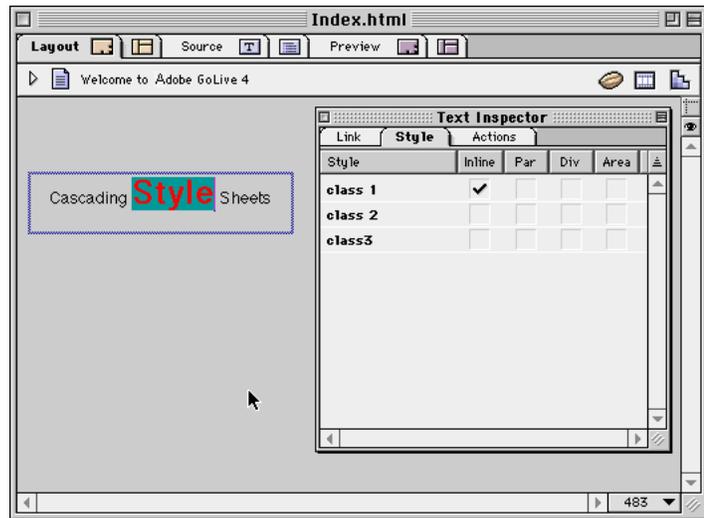
> ⚠️ For further information on the *Inline, Par, Div,* and *Area* columns, please refer to the section *Applying Styles from Internal Style Sheets* on page 347.

Take some time to experiment with the other styles defined in previous steps. Be sure to view the results in different browsers and on different platforms because some style properties may not yet be supported.

Adobe GoLive *Layout* mode provides a shortcut to previewing browser-specific style sheet presentations. To simulate the behavior of browsers in *Layout* mode, click the *Layout View Controller* button (the "eye" button in the upper right corner of the document window). This brings up the *Layout View Controller.* Choose any of the popular browsers listed in the *Root* pop-up menu and observe how the visual presentation changes.

*The Root Popup Menu of the
Layout View Controller*
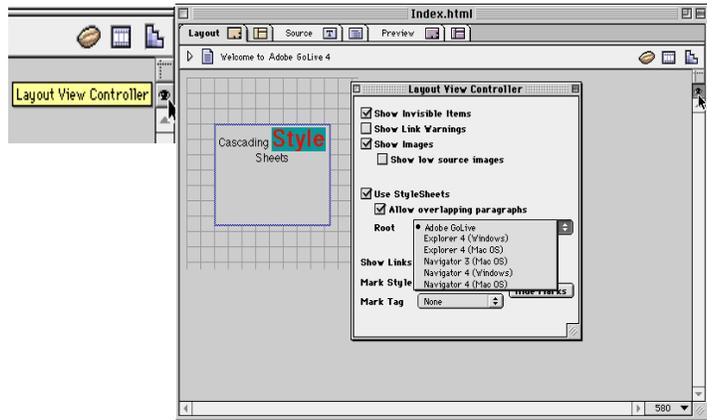
Please note that previewing with the *Root* option in the *Layout
View Controller* is not a complete substitute for previewing the
presentation of your pages in the browser.

Adobe GoLive's implementation of Cascading Style Sheets has much
more to offer than. More detailed information and instructions can
be found earlier in this chapter—for example in the section
Part 16 — CSS1 Tools in Adobe GoLive (starting on page 337).

Tips and Tricks

Here are two useful tricks that allow you to manage style sheets more
efficiently.

Drag & Drop Linking

An easy way to link a page with a style sheet document within the
same site is to drag the style sheet file icon from the *Site Window* at
the small page symbol above the main content area of the document
window. After doing so, all the styles from the style sheet will be
available for formatting visual page content.
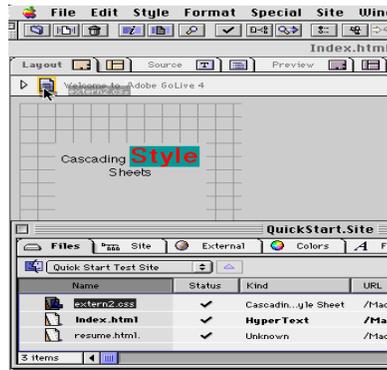
Swapping External Style Sheets with the Link Inspector

If you have multiple pages that reference the same style sheet, you may want to replace that style sheet one day. This is best achieved using the *Link Inspector*, which lets you change multiple references at the same time. Here's how:

1   Create a new style sheet document and save it as part of your site.

   - **Tip1:** Adobe GoLive's Save dialog features a shortcut menu that lets you navigate to any open site document.

   - **Tip2:** By using the same style names as in the original style sheet, you can reformat your pages automatically.

2   Go to the *Site Window* and select the .css file you want to replace.

3   Go to the *Link Inspector* and locate the icon of the style sheet document you want to replace. This icon has a Point & Shoot button next to it.

4   Click the Point & Shoot button and Point & Shoot at the new style sheet document.

Changing References with the Link Inspector
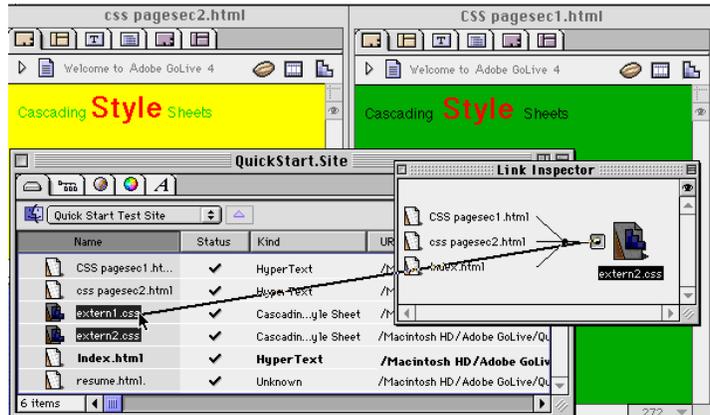
5   In the *Change Reference…* dialog that appears, you will be prompted to confirm this action. Click *OK* to have Adobe GoLive rewrite the references to the new file.

6   When you open any page that references a style sheet, you will find that it contains a completely new set of styles now. Better yet, if the new style sheet uses the same style names as the previous one, you will find that your document has been reformatted.

Chapter 7   QuickTime Authoring

This chapter introduces you to Adobe GoLive's Quick-Time™ multimedia authoring environment, explaining the comprehensive set of tools it provides for editing video, audio, and animation for the Web.

General

Adobe Systems has licensed QuickTime™ from Apple Computer, Inc. for use in CyberStudio 4.0, which comes with a robust QuickTime™ editor loaded with a wealth of video and audio authoring features. It enables multimedia authors to create movies for the Web and edit them using many of the new features included in Apple's Quick-Time™ 3.0 authoring suite.

Adobe GoLive lets you create and save movies as QuickTime™ documents as well as alter existing and newly-created movies. The program allows multimedia authors to insert insert new tracks from the *Palette* via drag & drop, including video tracks, effect tracks, sprite tracks, sound and music tracks, HREF tracks, chapter tracks, and text tracks.

Additionally, Adobe GoLive supplies multimedia authors with the following QuickTime™ 3.0 editing and import options:

- import (but not edit) all other media supported by QuickTime™ 3.0
- import a variety of different audio and video file formats
- resize movies
- copy and paste content from any supported format to create a new QuickTime™ movie
- view images from a wide variety of sources including JPEG, BMP, and PNG formats
- enhance movies with transitions and filters for sharpening, color tinting, embossing, and many more

Chapter Overview

This chapter contains ten major sections:

- The *QuickTime™ Editing Tools* section, starting on page 379, gives an overview of Adobe GoLive's tool inventory for multimedia authoring with QuickTime™.

- *Opening and Creating a QuickTime™ Movie*, starting on page 384, explains how you open an existing movie or create a new movie file from scratch.

- The *Saving a QuickTime™ Movie* section, starting on page 384, outlines your options for saving a movie to disk.

- The *Using Video Tracks* section, starting on page 384, explains how you insert video tracks and provide visual content by importing tracks from other video files.

- *Using Effect Tracks*, starting on page 388, acquaints you with the concept of effect tracks, which accept generic effects, filters, and transitions between two video tracks.

- The *Using Sprite Tracks* section, starting on page 401, instructs you how to create animations from graphics you import.

- *Using Sound and Music Tracks*, starting on page 413, tells you how to insert sound tracks and music tracks and import audio or MIDI files.

- The *Using HREF Tracks* section, starting on page 416, introduces HREF tracks, which contain URLs the Web browser can jump to during playback.

- The *Using Chapter Tracks* section, starting on page 419, spells out how you can use chapter tracks to subdivide a movie into navigable sections.

- The last section, *Using Text Tracks*, starting on page 423, explains how text tracks let you display text in a movie, such as subtitles.

QuickTime™ Editing Tools

The following section introduces the QuickTime™ authoring tools you will use for editing multimedia content, including the *Track Editor*, the *QuickTime™* tab of the *Palette,* the *Movie Viewer,* and some of the *Inspectors* for the various media formats supported by Quick-Time™ 3.0.

The *Track Editor*

Movie editing in Adobe GoLive pivots around the *Track Editor,* which is a full-featured editor for all time-based data formats supported by QuickTime™ 3.0. Experienced users of Adobe GoLive will notice that its interface has many of the same controls as the TimeLine Editor for DHTML animation. The following screenshot shows a sample *Track Editor* window with two video tracks and an effect track with various transitions.

The Track Editor

The track list shows the tracks in the current mov-

This is a standard video track. Its media is displayed as a bar.
This is a track with transition effects.

The bars in the main window area show the start and end times of an effect.
These buttons are loop and palindrome controls.

These buttons are playback controls: Step Backward, Stop, Play, and Step Forward.

The Time Scale slider controls the time resolution of the display in the QuickTime™ *Track Editor.*
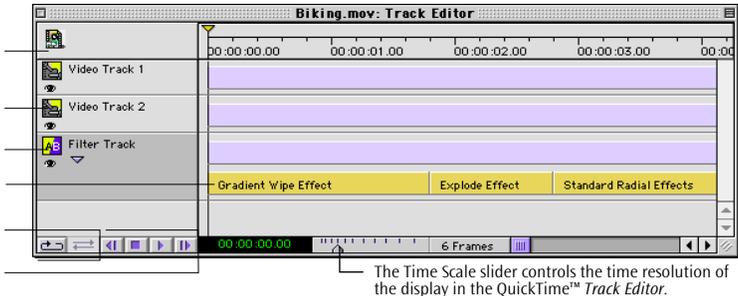
The main features of the editor are explained below:

The track list at left shows the tracks contained in the current movie. The type of each track is identified by its name: standard movie tracks are named *Video Track 1, Video Track 2*, etc. Sound tracks appear as *Sound Track 1, Sound Track 2*, etc.

Depending what type of media it contains, each track in the track list has either one or two controls:

Available for video effect tracks, sprite tracks, HREF tracks, and chapter tracks, the triangle control expands and collapses the track. In expanded view, the *QuickTime™ Track Editor* displays the content of the track, such as sprite sub-tracks, video effects, HREFs, and chapters. In collapsed view, all tracks appear as bars.

Available for all tracks with visible content, the "eye" symbol hides or shows the track in the *Movie Viewer* window.

You select a track by clicking its name in the track list. Selected tracks can be deleted using the *Cut* command from the *Edit* menu.

- The main window area displays the media on each track as a bar. The left edge of the bar marks the start time, the right side the end time of the track.
- Arranged below the track list is a collection of controls that let you influence the looping behavior and control playback:

The Loop button plays the movie in a simple endless loop. When reaching the end of the movie, it jumps back to the start and resumes playing, repeating this cycle infinitely.

With the Palindrome button clicked, the movie bounces back and forth between its start and end points. (The Loop button must be clicked to enable the Palindrome button.)

Each mouse-click on the Step Backward button rewinds the movie by a single frame in Adobe GoLive's *Movie Viewer* and *QuickTime™ Track Editor* windows.

Clicking the *Stop* button once stops movie playback in Adobe GoLive's *Movie Viewer* window. Double-clicking the *Stop* button returns the movie to the start.

The Play button launches movie playback in Adobe GoLive's *Movie Viewer* window. Clicking this button during playback pauses the movie. Clicking it again resumes playback.

Each mouse-click on the *Step Forward* button advances the movie a single frame in Adobe GoLive's *Movie Viewer* and *QuickTime™ Track Editor* windows.

- The slider control to the right of the looping and playback buttons controls the time resolution of the film. This makes it easier to examine the timing relationships of the various tracks in multiple track movies. Its non-linear scale extends from one frame (maximum resolution) to one minute (minimum resolution).

Changing the Time Resolution in the Track Editor

Moving the slider to the right resets the time scale …

… shortens track bars …

… and narrows the gap between keyframes on sprite tracks.

This text field shows the current resolution.
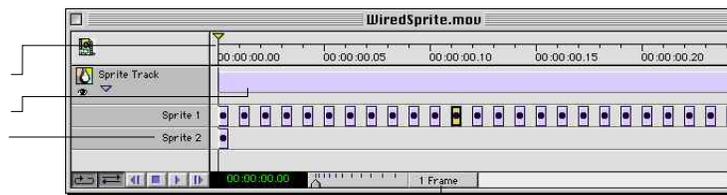
By dragging the slider control to the right, you can decrease the time resolution and compress the track bars until they fit in the main window area. This allows you to survey a larger section of the movie or the entire movie at a time. The graphic above shows the effect of compressing the display to 50 percent (two frames instead of one). By dragging the slider control to the left, you maximize time resolution, which increases the level of detail with which the tracks are displayed. The default time resolution is 6 frames per second. Any changes you make are saved between sessions.

The QuickTime™ Tab of the Palette

The QuickTime™ Tab of the Palette

The objects on the QuickTime™ tab let you add new tracks to your movie.

The *QuickTime*™ tab of the *Palette* contains a selection of Quick-Time™ movie elements, all ready for drag & drop insertion into the *Track Editor*.
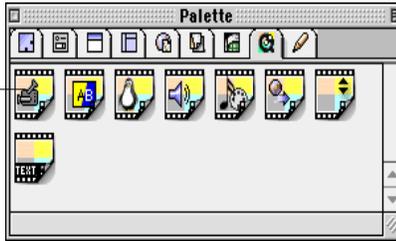
Dragging and dropping an icon from the *QuickTime tab* of the *Palette* creates a new, empty track. Depending on the icon you choose, it can be a video, effects, sprite, sound, music, HREF or chapter track. For more detailed information on how to use these icons to supply content, please refer to the sections that explain how to use the individual tracks.

The QuickTime™ Movie Viewer

Adobe GoLive comes with a built-in *Movie Viewer* for QuickTime™ movies. As a companion real-time viewing tool to the *Track Editor*, it displays any movie you load or create in a dedicated window. Any edits you make in the *Track Editor* appear instantly in the main display area of the *Movie Viewer*.

The QuickTime™ Movie Viewer

Clicking this button opens the *Track Editor* for the current movie.

Any movie you load appears in the main display

The *Change Window Size* menu provides options for resizing the Movie Viewer window.
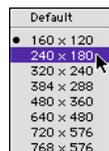
The *Movie Viewer* window has two controls:

• The size menu shown to the left lets you resize the *Movie Viewer* window. The *Default* option restores the window to the original size of the movie document.

- The *Open Track Editor* button ▣ opens the *Track Editor* for the movie currently displayed in the *Movie Viewer* window.

The QuickTime™ Inspector

The *QuickTime™ Inspector* appears whenever you open or create a movie in Adobe GoLive using the *Open* and *New* commands from the *File* menu. It disappears when you open the *QuickTime™ Track Editor* and click to select a track. You can restore it at any time by clicking the movie in the Adobe GoLive *Movie Viewer*.

The *QuickTime™ Inspector* has two tabs, *Basic* and *Annotation*:

- The *Basic* tab provides technical information on the movie, including the number of tracks it contains, its duration, the size of the movie file in bytes, the data rate available per second during playback, as well as the physical dimensions of the movie.

The Basic Tab of the QuickTime™ Inspector

Click this tab to view general information on the movie.
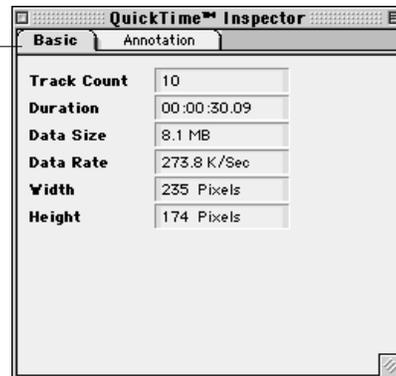
- the *Annotation* tab lets you make annotations on a wide variety of aspects of the movie and save them with the movie file.

The Annotation Tab of the QuickTime™ Inspector

Click this tab to add annotations to the movie.

The pulldown menu at the top of the Inspector window offers annotation options from the following categories: *Artist*, *Author*, *Comment*, *Copyright*, *Creation Date*, *Description*, *Director*, *Disclaimer*, *Full Name*, *Host Computer*, *Information*, *Make Model*, *Original Format*, *Original Source*, *Performers*, *Producer*, *Product*, *Software*, *Special Playback Requirements*, *Warning*, *Writer*, and *Edit Date*. This provides a convenient way to pass information to other people co-authoring the movie.

To add or edit annotations, proceed as follows:

1   Select a category from the popup menu at the top of the *Inspector* window—for example, *Comment*.

2   Place the cursor in the text box and enter or edit a comment.

3   Click the *Add* button at the bottom of the window to have Adobe GoLive add the annotation to the movie file, or click *Replace* if you have made changes to existing annotation text.

The *Delete* button removes all the existing text for the selected category.

Other Inspectors for QuickTime™ Movies

There are eight more *Inspectors* that assist you in editing QuickTime™ movies, one for each type of track:

•   The *Video Track Inspector* lets you rename, position, and resize standard video tracks.

•   The *Video Effect Track Inspector* is the tool for inserting transitions or other visual effects.

•   The *Sprite Track Inspector* lets you create tracks with sprites (animated graphics), edit sprite animations, and wire the sprites with actions.

•   The *Sound Track Inspector* allows you to rename sound tracks.

•   The *Music Track Inspector* allows you to rename music tracks.

•   The *HREF Track Inspector* lets you edit Web addresses on HREF tracks in the movie.

•   The *Chapter Track Inspector* lets you edit a chapter track in a movie.

•   The *Text Track Inspector* lets you edit a text track in a movie.

These Inspectors are explained in detail in the following sections, along with the tracks they allow you to edit.

Opening and Creating a QuickTime™ Movie

Opening and creating a QuickTime™ movie in Adobe GoLive is straightforward and easy:

- You open an existing movie by choosing the *Open* command from the *File* menu. This brings up the movie in Adobe GoLive's *Movie Viewer* window (see page 381).

- You create a new movie by choosing the *New Special* command from the *File* menu, followed by the *New* QuickTime™ *Movie* option from the submenu that appears. After prompting you to save the movie, Adobe GoLive opens an empty *Movie Viewer* window.

Saving a QuickTime™ Movie

When you save a QuickTime™ movie in Adobe GoLive using the *Save* command from the *File* menu, a dialog appears, prompting you to choose between two options, *Flatten* and *Fast Save*:

- *Flatten* saves the movie as a self-contained document, resolving all data references to other movies you may have imported media from. This option compresses the movie and should only be used when saving the movie for final publication on the Web.

- *Fast Save* saves your changes immediately without resolving data references or applying maximum compression. Use this option to save the movie while you are working on it.

Please note that *Flatten* involves intensive file size optimization operations and may take some time to accomplish.

Placing a QuickTime™ Movie on Your Page

To place a QuickTime™ movie on your page, you need to insert a *Plugin* item from the *Basic* tab of the *Palette*. This is described in the *Plugins* section, starting on page 202 in Chapter 4.

Using Video Tracks

A video track in a QuickTime™ movie is a standard structure for holding visual data, such as digitized video. It consists of a number of sequential pixel images that play back at a certain speed (referred to as the frame rate, expressed in frames per second) to give the viewer the visual impression of motion.

Inserting a Video Track and Importing Media

The following section provides step-by-step instructions for inserting a video track and adding media.

To insert a video track in the *Track Editor* and add media to it, proceed as follows:

1 Open or create a movie, as explained in the preceding section *Opening and Creating a QuickTime™ Movie*.

2 In the *Movie Viewer* window that appears, click the *Open Track Editor* button ▣ to open the *Track Editor*.

3 Now, CyberStudio provides two options, depending on whether you want to import the first visual track of a movie, or a subsequent track.

Importing the First Visible Track of a Movie

To import the first visible track of a movie, proceed as follows:

1 Drag the *Video Track* item (shown at left) from the *QuickTime™* tab of the *Palette* onto the main window area of the *Track Editor*.

2 This opens a file selection dialog box that lets you select a movie from your hard disk or any other mounted volume.

The Movie File Selection Dialog Box

A preview of the first frame appears here.

Preview	🔷 QuickTime ◆	🖙 My Worksp...
	🖻 ComfyChair.mov	Eject
	🖻 dolphin.mov	
	🗋 qtvrpool.mov	Desktop
	🖻 SharpTurn.mov	
	🖻 StopSign.mov	Cancel
	🖻 ZipDrive™.mov	
Create		Open
	☑ Show Preview	
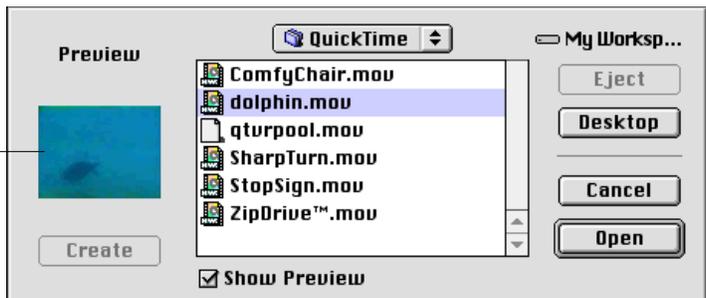
3 Select a movie and click *Open*. Adobe GoLive imports the first visible track of the movie now. If the author has named the track in the source movie, its name appears in the track list. If the track is unnamed, it is inserted as *Video Track 1, Video Track 2*, and so on.

4 Go to the context-sensitive *Inspector* (see the section *Inspecting a Video Track* further below), now titled *Video Track Inspector* and enter a name for the new track in the text box next to the *Video Track* icon, if required.

Copying a Selected Track from Another Movie

To copy a selected track from another movie, proceed as follows:

1 Choose *Open* from Adobe GoLive's *File* menu to open the source movie, that is, the movie that contains the desired track.

2 In the *Movie Viewer* window that appears, click the *Open Track Editor* button ☐ to open the *Track Editor* for the source movie you want to copy a track from.

3 Click to select the desired track from the track list to the left. (You can only pick one track at a time from the source movie.)

4 Choose *Copy* from the *Edit* menu.

5 Return to the target movie, that is, the movie you want to add the track to.

6 Choose *Paste* from the *Edit* menu. The new track appears in the *Track Editor* window of the target movie.

7 Go to the context-sensitive *Inspector*, now titled *Video Track Inspector* and enter a name for the new track in the text box next to the *Video Track* icon, if required.

8 You are now ready to add additional tracks for sprites, Quick-Time™ video effects, sound, and other media. This is explained in the following sections.

Inspecting a Video Track

The *Video Track Inspector* also allows you to inspect and edit several basic properties of the track, as explained below.

The Video Track Inspector

Use this text box to name the video track.
Use these text boxes to position the video track.
Use these text boxes to resize the video track.
Use this checkbox to control resizing behavior.
Use this text box to control the layering of the video track.

Choose an option from the Graphics Mode popup menu to specify how the HREF track overlays on other tracks within the movie.

The color field lets you pick a color from the Color Palette for use with the Blend and Transparent graphics modes (see page 408).

These text boxes display general properties.

The *Video Track Inspector* lets you edit the following properties:

- *Left* and *Top*: Use these text boxes to position the track.
- *Width* and *Height:* Use these text boxes to set the vertical and horizontal dimensions of the movie box as it appears in the Web page. The actual size of the movie is determined by the track with the highest width and height settings.
- *Constrain Proportions*: By activating this checkbox, you force the movie to resize proportionally. For example, when you edit the value in the *Width* text box, Adobe GoLive adjusts the *Height* setting automatically to maintain the original height-to-width ratio of the track.
- *Layer*: Use this text box to specify the layering of the video track within the movie. The lower the layer number you enter, the farther to the front the video appears.
- *Graphics Mode*: Choose an option from the *Graphics Mode* popup menu to specify how the video track overlays on other tracks within the movie. For a brief description of the graphics mode options, please refer to page 408.

The other fields are not user-editable. They are updated automatically as you edit the track.

- *Start Time*: The start time of the track, which is usually "time zero". You can change the start time of a track by clicking its bar in the *Track Editor* and dragging it in the desired direction.
- *Duration:* The duration of the track. This property is not editable for video tracks.
- *Track Type:* This text field shows the track type. You can't change the track type, but you can delete a track you don't want and insert a new track of the proper type.
- *Data Size:* This indicates the type of compressor used.
- *Data Rate:* This text field indicates the amount of data available to be played every second.
- *Colors*: This text field shows the color depth of the movie—for example, *Thousands* or *Millions* of colors.
- *Data Format*: The compressor used on the video content.

Using Effect Tracks

QuickTime™ video effects have been around since the 3.1 release, but Adobe GoLive 4.0 with its *Track Editor* now provides a more intuitive interface for applying those effects to movies.

The *Track Editor* lets you use multiple effects in a movie and specify exactly when they should start. Its ability to handle multiple tracks also enables multimedia authors to use transitions in their movies. The following illustration shows the *Gradient Wipe Effect* effect applied to a movie with two video tracks.

The Gradient Wipe Effect in the Movie Viewer Window
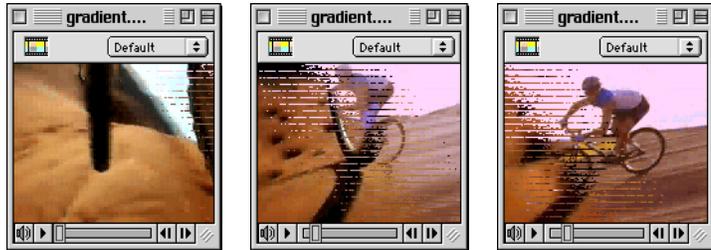
Gradient Wipe starting up

Gradient Wipe fading in the new video track

Gradient Wipe fading out the initial video track

Effects and transitions have their own track in the *Track Editor*, referred to as effect tracks or filter tracks. Each effect persists until a new effect follows on the effect track. If you use multiple effects on a track, they share the time given by the maximum duration of the video tracks they manipulate. There are three basic types of effects:

- There are three generic effects, two of which need no source track for video data: *Fire* and *Cloud*. The third effect, *Ripple*, is applied to any combination of visible tracks below it.
- Single-source effects, also referred to as "filters", are applied to a single track only and change its visual presentation. Examples include *Blur*, *Color Tint*, *Edge Detection*, and *Emboss*.
- Dual-source effects, or transitions, fade out one track and fade in another. Examples include *Cross Fade*, *Explode*, *Implode*, and *Gradient Wipe*.

The following section explains how you use an effect on a movie, using one example for each type of effect. In each section you will find a reference with brief descriptions of the QuickTime™ video effects available in Adobe GoLive.

Inserting an Effect Track

To insert an effect track, proceed as follows:

1 Open or create a movie, as explained in the section *Opening and Creating a QuickTime™ Movie* on page 384.

2 In the *Movie Viewer* window that appears, click the *Open Track Editor* button ▣ to open the *Track Editor*.

3 Drag the *Filter Track* item (shown at left) from the *QuickTime™* tab of the *Palette* onto the main window area of the *Track Editor*.

4 This inserts a new effect track, which is still empty. The new track is named something like *Effect Track 1*. At the same time, the context-sensitive *Inspector* window turns into the *Video Effect Track Inspector*.

5 Go to the *Basic* tab of the *Video Effect Track Inspector* (see below), place the cursor in the text box next to the *Video Effect Track* icon, then enter a name for the new track.

The Basic Tab of the Video Effect Track Inspector
Click this tab to set general properties of the filter track.

Use this text box to name the filter track.

Use these text boxes to position the filter track.

Use these text boxes to resize the effect track.

Use this checkbox to control resizing behavior.

Use this text box to control the layering of the filter track.

These text boxes display general track properties.
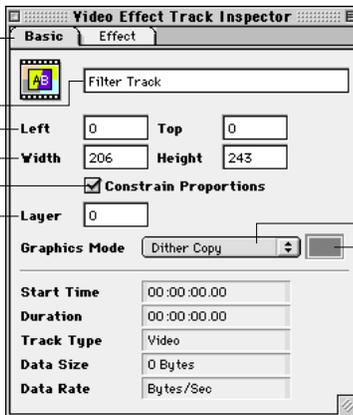
Choose an option from the Graphics Mode popup menu to specify how the HREF track overlays on other tracks within the movie.

The color field lets you pick a color from the Color Palette for use with the Blend and Transparent graphics modes (see page 408).

The *Video Effect Track Inspector* lets you edit the following properties:

- *Left* and *Top*: Use these text boxes to position the track.

- *Width* and *Height:* Use these text boxes to set the vertical and horizontal dimensions of the movie playback box in the Web page. The actual size is determined by the track with the highest width and height settings.

- *Constrain Proportions*: By activating this checkbox, you force the movie to resize proportionally. For example, when you edit the value in the *Width* text box, Adobe GoLive adjusts the *Height* setting automatically to maintain the original height-to-width ratio of the track.

- *Layer*: Use this text box to specify the layering of the effect track within the movie. The lower the layer number you enter, the farther to the front the effect appears.
- *Graphics Mode*: Choose an option from the *Graphics Mode* popup menu to specify how the effect track overlays on other tracks within the movie. For a brief description of the graphics mode options, please refer to page 408.

The other fields are not user-editable. They are updated as you edit the track.

- *Start Time*: The start time of the track, which is usually "time zero". You change the start time of a track by clicking its bar in the *Track Editor* and dragging it in the desired direction.
- *Duration:* The duration of the track. You edit this property by inserting additional effects tracks.
- *Track Type:* This text field shows the track type, *Video*. An effect track is a variant of a video track.
- *Data Size:* This text field displays the data size in bytes.
- *Data Rate:* This text field indicates the amount of data available to be played every second.

6　You now have three options, depending on what kind of effect you want to apply to your movie:

- To apply a generic effect, follow the instructions in the next section.
- To apply a single-source effect to a track, follow the instructions in the section *Applying a Single-Source Video Effect* on page 392.
- To use a dual-source effect with two tracks, go to the section *Applying a Dual-Source Effect* on page 394.

Applying a Generic Video Effect

This section explains how to use any of the three generic QuickTime™ video effects.

To apply one of the three generic video effects, proceed as follows:

1　Make sure you have the following tracks in your movie:

- For *Cloud:* One effect track only. Anything below that track is invisible.
- For *Fire:* Same as *Cloud.*
- For *Ripple:* Any number of tracks, with an effect track on top. This effect is applied to any combination of tracks below it.

2 Click the small triangle control next to the track name in the *Track Editor* to expand the newly inserted effect track.

3 With the effect track selected in the *Track Editor*, go to the *Effects* tab of the *Video Effect Track Inspector* and click the *Generic* radio button.

4 Click the *New* button to insert a new effect.

5 This brings up the *Select Effect…* dialog box shown below.

The Select Effect… Dialog Box with the Fire Effect Selected

Choose an effect from this list.

Each effect displays a typical set of controls.

This preview pane gives you an impression of what the effect does.
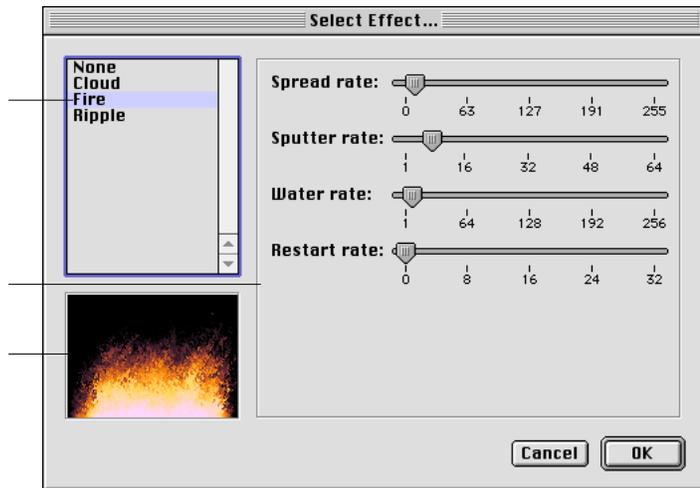
6 Choose an effect from the list, for example *Fire*.

7 Choosing an effect displays its typical controls, like the *Spread rate, Sputter rate, Water rate, and Restart rate* slider controls shown in the example above. The preview pane in the lower left corner of the dialog box shows what the effect will look like.

8 Click *OK* to have Adobe GoLive apply the effect to the movie, then click the *Play* button in the *Track Editor* to view the effect.

9 The first effect is as long as the movie itself. (If there is no other media in the movie, then the duration defaults to one second.) Click the effect in the *Track Editor* and set its duration using the up and down arrows next to the *Duration* option, if desired.

10 To insert an additional effect, return to the *Effects* tab of the *Video Effect Track Inspector* and position the time cursor by clicking the up and down arrows next to the *Start* option.

11 Click the *New* button to insert a new segment on the effects track, then choose an effect as outlined above.

Applying a Single-Source Video Effect

The following section instructs you how to a apply single-source effect or filter to a single track only in order to change its visual presentation.

To apply a single-source QuickTime™ video effect, proceed as follows:

1 Make sure you have one video track and an empty effect track in your movie. (If you have two tracks, the top track in the *Track Editor* will be invisible.)

2 Click the small triangle control next to the track name in the *Track Editor* to expand the newly inserted effect track.

3 Select the effect track, go to the *Effect* tab of the *Video Effect Track Inspector* (see below) and click the *Filter* radio button.

4 Choose a track from the *Source A* popup menu.

The Effect Tab of the Video Effect Track Inspector

Choose a track from this popup menu.
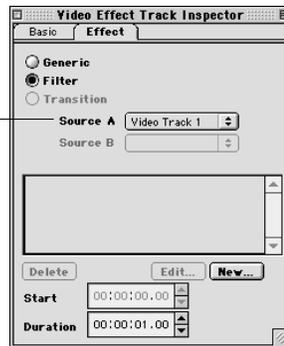
5 Click the *New* button to insert a new effect.

6 This brings up the *Select Effect…* dialog box shown below.

The Select Effect… Dialog Box

Choose an effect from this list.

Each effect displays a typical set of controls.

This preview pane gives you an impression of what the effect does.
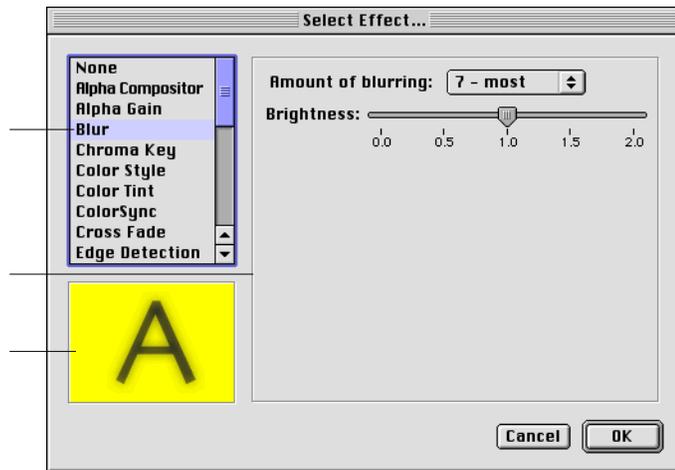
7   Choose an effect from the list, for example *Blur*. A complete list of all effects available in Adobe GoLive appears in the section *Video Effects Available in Adobe GoLive*, starting on page 395.

8   Choosing an effect displays its typical controls, like the *Amount of blurring* popup menu and *Brightness* slider controls shown in the example above. The preview pane in the lower left corner of the dialog box gives you an impression of what the effect and the settings you make will look like when applied to the movie.

9   Click *OK* to have Adobe GoLive apply the effect to the movie.

10 The first effect is as long as the movie itself. Click the effect in the *Track Editor* and set its duration using the up and down arrows next to the *Duration* option in the *Effects* tab of the *Video Effect Track Inspector*, if desired.

11 Click the *Play* button ▶ in the *Track Editor* to view the effect.

12 If you are not satisfied with the result, click the bar on the effect track to select the new effect, then return to the *Effects* tab of the *Video Effect Track Inspector*. Click *Edit…* to display the *Select Effect…* dialog box and select another effect or change the settings.

13 To add an additional effect to the track, position the time cursor by clicking the up and down arrows next to the *Start* option in the *Effect* tab.

14 Click the *New* button again, then select and set up the new effect as outlined above.

Applying a Dual-Source Effect

This section teaches you how to use a dual-source effect, or transition, that fades out one track and fades in another.

To apply a QuickTime™ transition effect, proceed as follows:

1 Make sure you have two video tracks and one empty effect track in your movie. (If you have more than two tracks, the top track in the *Track Editor* will be invisible.) In the *Track Editor*, the two video tracks should be at the top now, and the effect track at the bottom.

2 Click the small triangle control next to the track name in the *Track Editor* to expand the newly inserted effect track.

3 Select the effect track, go to the *Effect* tab of the *Video Effect Track Inspector* (see screenshot on page 392) and click the *Transition* radio button.

4 Choose one track each from the *Source A* and *Source B* popup menus.

5 Click the *New* button to insert the new effect.

6 This brings up the *Select Effect…* dialog box shown in the preceding section.

7 Select a transition effect from the list, for example *Wipe Gradient*, and edit additional options, if desired. A complete list of all effects available in Adobe GoLive appears after this section.

8 Click *OK* to have Adobe GoLive apply the effect to the movie.

9 The first effect is as long as the movie itself. Click the effect in the *Track Editor* and set its duration using the up and down arrows next to the *Duration* option in the Effects tab of the *Video Effect Track Inspector*, if desired.

10 Click the *Play* button ▶ in the *Track Editor* to view the effect. You should see the fading effects shown on page 388.

11 If you are not satisfied with the result, click the bar on the effect track to select the new effect, then return to the *Effects* tab of the *Video Effect Track Inspector*. Click *Edit…* to display the *Select Effect…* dialog box and select another effect or change the settings.

12 To add an additional effect to the track, position the time cursor by clicking the up and down arrows next to the *Start* option in the *Effect* tab.

13 Click the *New* button again, then select and set up the new effect as outlined above.

Video Effects Available in Adobe GoLive

Adobe GoLive comes with the following QuickTime™ video effects and transitions built in:

Single-Source Effects

Alpha Gain: The alpha gain filter manipulates the alpha channel of a single track. This operation is commonly applied before passing the track to the *Alpha Compositor* effect described on page 399. The *Alpha Gain* effect has four parameters:

- *Gain*: This value is multiplied by the original alpha channel value.
- *Offset*: This value is added to the old alpha channel, after it has been multiplied by the gain parameter.
- *Top pin*: The maximum value that the alpha channel can take after the gain and offset parameters have been applied.
- *Bottom pin*: The minimum value that the alpha channel can take after the gain and offset parameters have been applied.

Blur: This effect applies a convolution blur effect to a single track. The *Blur* effect has two parameters:

- *Amount of blurring:* This popup menu provides a choice of values, from *1 - least* to *7 - most*. The larger the value, the longer the effect will take to run and the greater the degree of blurring.
- *Brightness:* The default value of 1.0 blurs the source track but doesn't change its brightness. Values between 0.0 and 1.0 decrease brightness, values greater than 1.0 increase brightness.

Color Style: This effect allows you to apply two color change effects to a single track. Both effects process the red, green, and blue components of each pixel independently. The color style effect offers two options:

The first option, *Solarization*, adjusts the color balance of the source track by generating a table of replacement color values from two parameters. The table starts at zero intensity and increases to the maximum intensity at the peak point. After that it falls back to zero. It has two controls:

- *Solarize Amount:* This slider control adjusts the maximum intensity of the solarization table.
- *Solarize Point:* This slider control adjusts the peak point of the solarization table.

The second effect, *Posterization*, produces a "color banding" effect. It reduces the number of colors in an image by replacing all pixels whose color is in a consecutive range with the middle color from that range. It has a single slider control:

- *Posterize amount:* The number of colors that are grouped and replaced with the mid-range color.

Color Tint: This filter converts the track to greyscale, then applies a light and a dark color to the image. The light color replaces the white in the greyscale image, and the dark color replaces the black. The end result is a tinted duochrome version of the source image.

This filter has four controls.

- *Tint Type:* This popup menu lets you select from a choice of four different tints, including *Black and White*, *X-Ray*, *Sepia*, and *Cobalt*.
- *Light color:* This color replaces the white of the greyscale image.
- *Dark color:* This color replaces the black of the greyscale image.
- *Brightness:* Adjusts the brightness of the source between -255 (all colors are replaced with black) and 255 (all colors are replaced with white). A value of 0 will leave the brightness unchanged.
- *Contrast:* Adjusts the contrast of the source between -255 (minimum contrast) and 255 (maximum contrast). A value of 0 will leave the contrast unchanged.

ColorSync: This effect adjusts the color balance of an image to match a specified color sync profile. Typically, you would use this to adjust the color profile of an image to match the current display device. This allows you to maintain accurate color representations across devices. You specify both the color sync profile of the source image and the color sync profile of the destination device the image will be displayed on. The color sync filter has two parameters:

- *Source profile:* The color sync profile of the source image.
- *Destination profile:* The color sync profile of the target device.

Edge Detection: This effect applies an edge detection convolution to a single track. The performance of the edge detection is determined by the convolution kernel. This is a matrix of values applied to each pixel of the source to produce the resulting image. This effect has two parameters:

- *Edge thickness:* This popup menu gives you a choice of seven values, from *1 - least* to *7 - most*. The larger the value, the thicker the edges in the resulting image.

- *Colorize Result:* If this checkbox is enabled, the edges produced are colorized, based on the color of the source pixels around them. Otherwise, edges are rendered as light grey against a dark grey background.

Emboss: This effect applies an emboss convolution to a single track. This effect has one parameter only:

- *Amount of Embossing:* This popup menu gives you a choice of seven values, from *1 - least* to *7 - most*. The higher the value, the heavier the embossing effect.

Film Noise: This effect simulates effects that are seen on aged film stock. It can be used to make a video source appear as if it has suffered the effects of age and wear. The film noise effect offers two options on a popup menu:

- *Hairs and Scratches*: These effects display as hairs lying on the surface of the film and vertical or near-vertical one-pixel lines that simulate scratches. Five parameters can be adjusted to control the visual impression:
  - *Hair density:* This parameter controls the number of hairs that are drawn on each frame and the frequency with which they appear.
  - *Hair length:* The maximum length (in pixels) of the hairs being drawn.
  - *Scratch density:* This parameter controls the number of scratches that are drawn on each frame and the frequency with which they appear.
  - *Scratch duration:* The maximum number of frames that each scratch appears for.
  - *Scratch width:* The maximum width, in pixels, of a scratch.

- *Dust and Film Fading:* These effects simulate dust particles on the surface of the film, combined with an overall change in the color of the film stock. Two parameters let you modify the appearance of this effect:
  - *Dust density:* This parameter controls the number of dust particles that are drawn on each frame and the frequency with which the appear.
  - *Dust size:* The size of each dust particle.
  - *Film fade:* The type of film fade effect to apply. The film fade parameter can take one of the following values: *None, Sepia tone, Black and White, Faded color film, 1930's color film*.

General Convolution: This effect applies a general purpose convolution effect to a single track. The effect that results is determined by the values entered into the kernel parameters of the effect. The kernel for this convolution is a 3-by-3 matrix of values, consisting of the Cells 1 through 9.

The convolution algorithm examines every pixel of the source, and the eight pixels surrounding it. These values are multiplied by the appropriate values in the cells and summed. This sum is then used as the value of the corresponding destination pixel.

HSL Balance: This filter effect allows you to independently adjust the hue, saturation and lightness channels of a single track. The HSL balance filter effect has three parameters:

- *Hue multiplier:* Adjusts the hue channel value of each pixel.
- *Saturation multiplier:* Adjusts the saturation channel value of each pixel.
- *Lightness multiplier:* Adjusts the lightness channel value of each pixel.

RBG Balance: The RGB balance filter allows you to independently adjust the alpha, red, green and blue channels of a single track. The RGB balance filter has three parameters:

- *Red multiplier:* Adjusts the red channel value of each pixel.
- *Green multiplier:* Adjusts the green channel value of each pixel.
- *Blue multiplier:* Adjusts the blue channel value of each pixel.

Sharpen: This effect applies a convolution sharpen effect. The sharpening that is applied is determined by the convolution kernel. This is a matrix of values that are applied to each pixel of the source track. The sharpen filter effect has two parameters:

- *Amount of sharpening:* This popup menu gives you a choice of seven values, from *1 - least* to *7 - most*. The higher the value, the faster the effect will run and the greater the degree of sharpening
- *Brightness:* The default value of 1.0 sharpens the source track but doesn't change its brightness. Values between 0.0 and 1.0 decrease brightness, values greater than 1.0 increase brightness.

Dual-Source Effects

The following effects are alpha channel based:

Alpha Compositor: This effect is used to combine two images using the alpha channels of the images to control the blending. It provides for the standard alpha blending options, and can handle pre-multiplying by any color, although white and black are most common and often run faster. The alpha compositor effect has two parameters:

- *Blend mode:* The blend mode parameter can contain one of the following values:

  - *Straight alpha* performs a standard alpha blend. The alpha channel value of the first track defines the amount of that track that is included in the composite image, and one minus the alpha channel value of the first track defines the amount of the second track that is included in the composite image.

  - *Pre-multiply alpha* calculates the destination pixel based on the color you specify in the *Pre-multiply color* field below.

  - *Reverse alpha* performs a reverse alpha blend.

Chroma Key: The chroma key effect combines two tracks by replacing all the pixels of the first track that are the color specified in the *Key Color* color field with the corresponding pixels of the second track. This allows the second track to "show through" the first in those places where the first track has the specified color:

- *Key Color:* The chroma key color to replace in the first track with pixels from the second track.

The following effects are transitions between two tracks:

Cross Fade: A "cross fade" or "dissolve" provides a smooth alpha blending between two video sources, which changes over time to give a smooth fade out from the first track into the second. This effect has a single parameter only:

- *Percentage*: The two slider controls let you manipulate the degree of visibility of either source during the blend.

Explode: In an explode effect, track B grows from a single point expanding out until it entirely covers track A. This effect has three parameters:

- *Percentage:* The two slider controls let you manipulate the degree of visibility of either source during the blend.
- *Explode Center X:* The x-coordinate of the explosion centre.
- *Explode Center Y:* The y-coordinate of the explosion centre.

Gradient Wipe: The *Gradient Wipe* effect transitions between two tracks, with the change pattern controlled by an input image. At the start of the effect, the area covered by the input image shows the first track, while the area outside the input image shows the second. Over the duration of the effect, the input image is shrunk until only the second track is visible. The gradient wipe effect has two parameters:

- *Percentage:* The two slider controls let you manipulate the degree of visibility of either source during the blend.
- *Matte:* The input image that controls the transition between the two tracks.

Implode: In an implode effect, track A shrinks down to a single point, revealing track B. The center point of the implosion is defined in the effect parameters. The implode effect has three parameters:

- *Implode center X:* The x-coordinate of the implosion centre.
- *Implode center Y:* The y-coordinate of the implosion centre.
- *Percentage:* The two slider controls let you manipulate the degree of visibility of either source during the blend.

Push: A push is an effect where one source image replaces another, with both tracks moving at the same time. For example, track A would typically occupy the entire screen, and then track B would slide in from the left, while track A slides out to the right at the same time. The push effect has two parameters:

- *Push from:* Controls the direction from which track B will replace track A. This parameter can contain *Top, Right, Bottom*, and *Left*.
- *Percentage:* The two slider controls let you manipulate the degree of visibility of either source during the blend.

Slide: In a slide effect, track B slides onto the screen to cover track A. At the end of the effect, track B will completely cover track A. The slide effect has two parameters:

- *Angle:* The angle from which track B will enter the frame. This value is expressed in degrees, with 0 degrees defined as the top of the screen.
- *Percentage:* The two slider controls let you manipulate the degree of visibility of either source during the blend.

Iris, Matrix Wipe, Radial, Wipe: Each of these effects is an implementation of a series of masking or "reveal" type effects that take place between two tracks. Each has seven parameters:

- *Percentage:* The two slider controls let you manipulate the degree of visibility of either source during the blend.
- *Wipe Type:* By setting this parameter, you control which of the 13 available wipes, listed in the *Wipe Type* popup menu, is used. You can preview the wipe types in the preview pane of the *Select effects…* dialog box.
- *Horizontal repeat:* The number of horizontal repeats of the effect that occur in a single track.
- *Vertical repeat:* The number of vertical repeats of the effect that are executed in a single track.
- *Border width:* The width, in pixels, of a border that is drawn around the second track.
- *Border color:* The RGB color of the border around the second track.
- *Soft edges:* If the checkbox is activated for this parameter, the border drawn around the second track is blurred.

Using Sprite Tracks

A sprite track contains graphic objects (referred to as sprites) that can be animated independently. Like a video track, a sprite track consists of a sequence of frames that play back at a certain frame rate. But, unlike a video track which is a continuous stream of pixel images, a sprite track relies on a pool of images (referred to as the "image gallery") stored with its first keyframe. The advantage is that subsequent frames need not contain the pixel image itself, but simply a reference to an item in the image pool. This makes this kind of movies much smaller in file size than pixel-based video, and thus making your animations load faster.

By editing the sprite track, you specify how each sprite moves around the "stage", that is, the place in the browser window where your QuickTime™ animation appears. The following sections provide step-by-step instructions for inserting a sprite track and editing its content.

Inserting a
Sprite Track

To insert a sprite track and set basic display properties, proceed as follows:

1   Open or create a movie, as explained in the section *Opening and Creating a QuickTime™ Movie* on page 384.

2   In the *Movie Viewer* window that appears, click the *Open Track Editor* button ▣ to open the *Track Editor*.

3   Drag the *Sprite Track* item (shown at left) from the *QuickTime™* tab of the *Palette* onto the main window area of the *Track Editor*.

4   This inserts a new sprite track, which appears as a solid bar in the *Track Editor*. The new track is named something like *Sprite Track 1*. At the same time, the context-sensitive *Inspector* window turns into the *Sprite Track Inspector*.

Alternatively, you can also use the method described under *Copying a Selected Track from Another Movie* on page 386 to copy a selected sprite track from an existing movie.

5   Go to the *Basic* tab of the *Sprite Track Inspector* (shown below), place the cursor in the text box next to the sprite track icon, and enter a name for the new track.

6   Use the other options in the *Basic* tab of the *Sprite Track Inspector* to edit basic properties for the new sprite track:

   -   *Left* and *Top*: Use these text boxes to position the track in the movie. Please note that if *Left* and *Top* exceed the values specified for *Width* and *Height*, respectively, your sprite may be clipped.

   -   *Width* and *Height:* Use these text boxes to set the vertical and horizontal dimensions of the track.

   -   *Constrain Proportions*: By activating this checkbox, you force the movie to resize proportionally. For example, when you edit the value in the *Width* text box, Adobe GoLive adjusts the *Height* setting automatically to maintain the original height-to-width ratio of the track.

   -   *Layer*: Use this text box to specify the layering of the sprite track within the movie. The lower the layer number you enter, the farther to the front the sprite appears.

   -   *Graphics Mode*: Choose an option from the *Graphics Mode* popup menu to specify how the sprite track overlays on other tracks within the movie. For a brief description of the graphics mode options, please refer to page 408.

The Basic Tab of the Sprite Track Inspector

Click this tab to set general properties of the sprite track.

Use this text box to name the sprite track.

Use these text boxes to position the sprite track.

Use these text boxes to resize the sprite track.

Use this checkbox to control resizing behavior.

Use this text box to control the layering of the sprite track.

These text boxes display general properties.
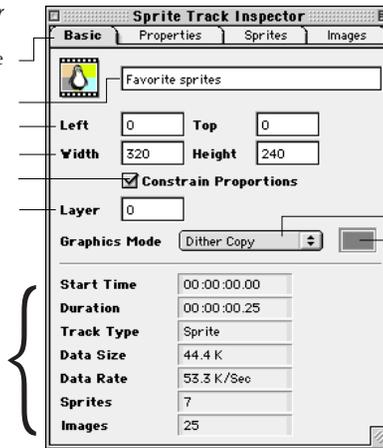
Choose an option from the Graphics Mode popup menu to specify how the HREF track overlays on other tracks within the movie.

The color field lets you pick a color from the Color Palette for use with the Blend and Transparent graphics modes (see page 408).

The other fields are not user-editable. They will be updated as you add sprites to the track and edit their properties.

- *Start Time*: Displays the start time of the track, which is usually "time zero". You can change the start time of a track by clicking its bar in the *Track Editor* and dragging it in the desired direction.

- *Duration:* The duration of the track is determined by the rightmost keyframe you set in the *Track Editor*.

- *Track Type:* This text field shows the track type, *Sprite*.

- *Data Size:* This text field displays the data size in bytes.

- *Data Rate:* This text field indicates the amount of data available to be played every second.

- *Sprites*: This text field tells you how many sprites there are in the current track.

- *Images*: This text field shows the number of images in the gallery.

Preparing the Stage: Setting General Sprite Track Properties

After inserting a sprite track, you should set a few of its basic properties. The following screenshot shows the *Properties* tab of the *Sprite Track Inspector*. This tab lets you specify general options for the "stage" on which your sprites are going to perform.

Setting General Sprite Track Properties in the Properties Tab of the Sprite Track

This checkbox hides or shows the sprite track.

This checkbox ensures that the sprite track scales without distortion.

This checkbox and color field combination sets the background color for the sprite track.
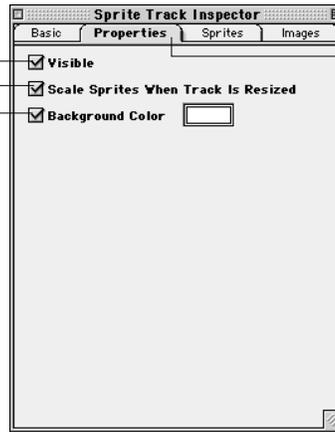
Click this tab to set general properties for the sprite track.

To set basic properties for a new sprite track, proceed as follows:

1 Select the newly created sprite track from the track list in the *Track Editor*. The context-sensitive *Inspector* window now turns into the *Sprite Track Inspector*.

2 Click the *Properties* tab of the *Sprite Track Inspector* to display the general settings.

3 Select the *Visible* checkbox to have the sprite track displayed in the *Movie Viewer* window (and the movie as such). By deselecting this checkbox, you can temporarily hide the sprite track to view tracks below it.

4 Select the *Scale Sprites When Track Is Resized* checkbox if your sprites contain vector graphics. This option ensures that your sprites scale smoothly when the sprite track is resized. If this checkbox is not selected, sprites with vector graphics may look jagged after resizing.

5 Select the color field next to the *Background Color* checkbox to select a background color for the "stage".

Deselecting the color field makes the background white.

6 The stage is now set. The following sections tell you how to hire and conduct actors.

Hiring Actors: Importing Graphics

The next step involves adding the graphics you want to use as sprites. You can use still images with the following formats as sprites: 3DMF, BMP, GIF, JPEG/JFIF, MacPaint, Photoshop, PICT, PNG, QuickDraw GX (requires the QuickDraw GX extension), QuickTime Image Format, SGI, Targa, and TIFF. By importing graphics, you create an image gallery in the *Images* tab of the *Sprite Track Inspector* (see screenshot below).

An Image Gallery in the Images Tab of the Sprite Track Inspector

A preview of the selected image appears here.

Images from the gallery are listed here.

Use this text box to name the imported image.
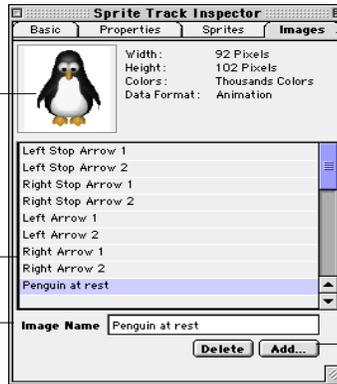
Click this tab to view the image gallery or import images for sprites.

Click this button to import more images.

To import images into the gallery, proceed as follows:

1 Select the newly created sprite track from the track list in the *Track Editor*. This turns the context-sensitive *Inspector* window into the *Sprite Track Inspector*.

2 Click the *Images* tab of the *Sprite Track Inspector* to display the image gallery.

3 Click the *Add* button. This opens a file selection dialog box. Find and select an image and then click *Open* to start importing.

4 The *Compression Settings* dialog box appears, and prompts you to pick an image compression option.

The Compression Settings Dialog Box

This popup menu lets you select one of Quick-Time's built-in image compressors.

This popup menu lets you pick the choice of colors to be used for the imported graphic.

This slider control lets you set the amount of compression applied to the imported image.
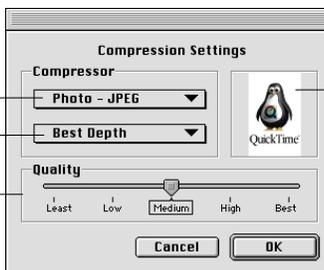
The preview pane shows how the image compressor settings you choose impact on image quality.

5   Select an image compressor from the top popup menu, if desired.

QuickTime™ comes with numerous built-in image format compressors that cover most of the media formats used on the Internet and for general screen publishing purposes. Your choice of compressor should depend on the type of the image and reasonable movie file size limitations. We recommend that you try the default option first. If this proves unsatisfactory, experiment with other compressors to find the setting that best suits your needs.

6   Select a color space to use in your movie from the second popup menu, if desired.

The menu choices for images range from black and white to 256 colors, depending on the compressor you've chosen. Most graphics compressors offer choices that just say "Color" (equivalent to 256 colors) and "Grayscale". The preview pane to the right shows how your color settings affect the image.

7   Drag the *Quality* slider control to set the quality of the images in your sprite track. As you drag the slider between the *Least* and *Best* labels, it shows numerical values from 0 to 100. Image quality and degree of compression are inversely proportional: the higher you set the quality, the lower the compression ratio will be. The preview pane to the right shows how your quality settings affect the image.

8   When you are done making image compression settings, click *OK*.

9   Adobe GoLive now imports the graphic and adds it to the image gallery located in the *Images* tab of the *Sprite Track Inspector*.

10   Locate and select the newly imported image in the image gallery list box, then go to the *Image Name* text box and rename the image, if desired. (On importing, Adobe GoLive names the new image according to its filename.)

11   Add more images of the same object to create an animated sequence, as set out in the preceding steps.

Conducting Actors: Creating and Editing Sprites

Once you have completed your image gallery and set the "stage", you are ready to create sprites and animate them. The following screenshot shows the *Sprites* tab of the *Sprite Track Inspector*—the tool you will use for sprite creation.

Creating Sprites in the Sprites Tab of the Sprite Track Inspector
Click this tab to create and edit sprites.

Existing sprites are listed here.

Use this text box to name the selected sprite.

Use these text boxes to position the sprite on the stage.

On tracks with multiple sprites, use this popup menu to control how sprites overlay on each other.

A preview of the selected image appears here. You can use the popup menu to select an initial image from the gallery.

Click this button to insert a new sprite.

Use this text box to control the layering of sprites on the same track.

Use this option to control the visibility of the sprite.

Use this color field to pick a color for the current graphics mode. Your choice of color controls how sprites combine in the visual presentation of the sprite track.

To create a sprite, proceed as follows:

1   Select the newly created sprite track from the track list in the *Track Editor*. The context-sensitive *Inspector* window now turns into the *Sprite Track Inspector*.

2   Click the *Sprites* tab of the *Sprite Track Inspector* to display the sprite creation and editing tools.

3   Click the *Add* button. Adobe GoLive adds a new sprite named something like *Sprite 1* to the sprite list at the top of the window.

4   Leave the new sprite selected. Go to the *Name* text box and re-name the sprite.

5   Go to the *Left* and *Top* text boxes and enter values (in pixels) to position the initial image at the beginning of the sprite track.

6   Go to the *Layer* text box and enter a digit to control the front-to-back order of sprites on the same track. The lower the number you enter here, the further to the front the sprite appears.

7   Leave the *Visible* checkbox selected, if you want your sprite to be visible at the beginning of the track.

8   If you have more than one sprite on your track, you may need to use the *Graphics Mode* popup menu to specify how sprites overlay on each other.
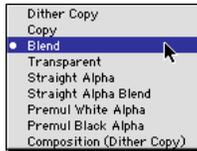
Choose an option from the *Graphics Mode* popup menu to specify how the images on the track are drawn:

- *Dither Copy* (default mode) simply overlays the image on a track directly below it and applies dithering to make it look better. There is no interaction between a track in *Copy* mode and tracks below it.

- *Copy* mode does basically the same as *Dither Copy*, but its lack of dithering capability makes it less suitable for display on systems in 256-color mode. However, this option may provide better performance in tight situations.

- *Blend* mode makes the track translucent, so you can partially see through to the track below. The degree and color of the transparency can be set by clicking the color field next to the *Graphics Mode* popup menu, which brings up the *Color Palette*. In the *Color Palette*, you choose a color and then drag it from the preview pane at the top to the *Graphics Mode* color field in the *Sprite Track Inspector*. The lighter the color, the less translucent the track will be; the darker the color, the more translucent it will be.

- *Transparent* mode lets you define a transparent color for any visual track. Choose the color as described under *Blend* mode.

The next 4 modes are all based on alpha channels. An alpha channel defines how an image is combined with a background image already present at the location where the image will appear. By defining an alpha channel you specify which part of a visible image should be left out (the proper term is "masked") in order to make a background image appear in that area. The "alpha" graphics modes in this menu enable Adobe GoLive to display movies with alpha channel content:

- *Straight alpha* means that the color components of each pixel should be combined with the background pixel at the same location based on the value contained in the alpha channel.

- *Premul white alpha* supports images created on a white background with a premultiplied alpha channel.

- *Premul black alpha* supports images created on a black background with a premultiplied alpha channel.

- *Straight alpha blend* is a combination of straight alpha and blend, so the masked areas will be transparent, and the non-transparent areas will be translucent. As with the *Blend* mode, you can use the *Color Palette* to edit the degree of translucency.

- *Composition (Dither Copy)* mode is similar to *Copy* and *Dither Copy*, but more appropriate for video tracks created from animated GIF files.

9   Go to the *Initial Image* section and choose the first image in the sprite animation from the popup menu.

10 Return to the *Track Editor*. In the track list, click the triangle symbol next to the name of the new sprite track. This expands the view of the track and displays the sprite created in step 3 on page 407 on a sub-track. You will also notice that a new symbol has appeared on the sprite sub-track. This is a keyframe. A keyframe marks a point in the timeline at which the author wants to change a property of a sprite. When you select a keyframe, you can edit the sprite that it refers to in the *Sprite Sample Inspector* shown below and change its appearance.

11 Option-click the first keyframe and drag it to the right along the sub-track. When you drop the object, a new keyframe appears.

12 Leave the new keyframe selected and return to the context-sensitive *Inspector* window, now titled *Sprite Sample Inspector* (see below).

Editing a Sprite Sample in the Properties Tab of the Sprite Sample Inspector
Click this tab to edit sprite samples.

Use these text boxes to position the sprite on the stage.

In movies with multiple tracks, use this popup menu to control the appearance of tracks nearer to the front.

A preview of the current image appears here. You can use the popup menu to select an image from the gallery.
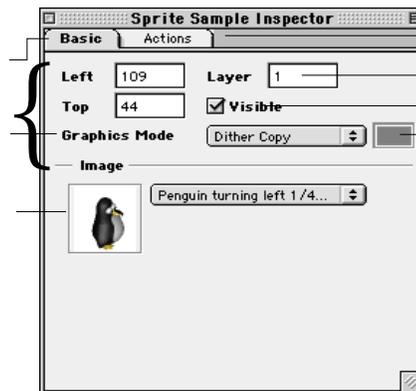
The options on this tab let you wire sprites with actions.

Use this text box to control the layering of sprites on the same track.

Use this option to control the visibility of the sprite.

Use this color field to select a color for the current graphics mode. Your choice of color controls how sprites combine in the visual presentation of the sprite track.

The *Sprite Sample Inspector* lets you make the same settings for a keyframe as the *Sprites* tab of the *Sprite Track Inspector* does for the initial appearance of a sprite. You can modify the physical location of the sprite on the stage using the *Left* and *Top* text boxes (thus creating the visual impression of motion), change the layering of sprites using the *Layer* text box, control visibility using the *Visible* checkbox, and make the sprite opaque or transparent with the *Graphics Mode* options. Most importantly, the *Sprite Sample Inspector* features a popup menu and a preview pane to let you pick an image from the

gallery. This image appears at the point of the animation determined by the new keyframe you have inserted in step 10 above.

For detailed instructions on using these options, please refer to the description of the *Sprite Track Inspector* on the preceding pages.

13 Set up the new keyframe as desired, then add more keyframes as explained in step 11 above and tweak their appearance in the *Sprite Sample Inspector*.

14 Click the *Play* button ▶ in the *Track Editor* to preview the animation in the *Movie Viewer* window.

Making Actors Interact with the Audience: Using Wired Sprites

Wired sprites let you add true interactivity to your QuickTime™ movies, allowing them to respond to events caused by visitors to your page. Tracks with wired sprites can be used as stand-alone animations or overlaid on other types of tracks to provide custom controls. They play back in any Web browser that has the QuickTime™ plug-in installed. For example, you can make sprite buttons and "wire" them so that they jump to specific URLs, start or stop the movie, or set the audio volume when pressed.

When you wire a sprite track, you insert keyframes and attach actions to them, as explained below.

To wire a sprite with an action, proceed as follows:

1 Locate the desired sprite on the sprite track and click the keyframe with which you want to launch the action. If you need a new keyframe, Option-click any existing keyframe and drag to the desired location on the sprite track to insert one.

2 Clicking or creating a keyframe turns the context-sensitive *Inspector* window into the *Sprite Sample Inspector*.

3 In the *Sprite Sample Inspector*, click the *Actions* tab (see below) to display the tools for wiring sprites.

Wiring a Sprite in the Actions Tab of the Sprite Sample Inspector

This list lets you choose the event(s) the sprite is supposed to respond to.

This popup menu contains the entire inventory of actions you can use for wiring sprites.

A brief description appears for each sprite action you choose from the Action Kind menu appears here.

These buttons add and remove actions.

This list shows the action attached to the currently selected event.

4   Select an event from the *Events* list to determine what the visitor should do to trigger a sprite action:

-   *Click* triggers an action when the user presses the mouse button (without releasing it) while the cursor is on top of a sprite.

-   *Click End* triggers an action when the user releases the mouse button while the cursor is on top of a sprite.

-   *Click Button* triggers an action upon a single mouse click on a sprite that acts as a button.

-   *Mouse Enter* triggers an action when the mouse pointer is moved over a sprite.

-   *Mouse Exit* triggers an action when the mouse pointer is moved away from a sprite.

5   Click the "+" button to attach an action to the event.

6   Go to the *Action Kind* menu and choose an action—for example, *Movie GoTo Beginning*. After you have made your choice, a brief description of the action appears below the popup menu.

A complete listing of all sprite actions is given further below.

7   Repeat steps 4 through 6 if you want to wire the sprite with additional actions. For example, you can combine any of the mouse-click events with one of the two mouse-over events to make the sprite respond not only when being clicked but also when the visitor moves the mouse cursor over it.

Active events are now identified by dot symbols ("•") that appear at the right edge of the *Events* list.

8   Click the *Play* button ▶️ in the *Track Editor* to preview the animation in the *Movie Viewer* window.

Adobe GoLive comes with a complete set of ready-to-use sprite actions for QuickTime™ movies. These actions can be attached to single keyframes in a sprite track.

The following sprite actions enable you to control the movie:

•   *Movie Set Volume:* use this action to set the audio volume of the movie. This menu option displays a text box that lets you enter a level between 0 (minimum) and 255 (maximum).

•   *Movie Set Rate:* sets the movie's playback speed. This menu option displays a text box that lets you enter any of the following values (decimals or whole numbers allowed):

-   1: playback at normal speed

-   2: playback at double speed

- 0 stop
- -1, -2, etc.: movie plays backwards.

- *Movie Set Looping Flags:* sets the looping mode for movie play-back. This menu option displays a popup menu that lets you choose from the following values:
  - None: movie plays from beginning to end, then stops.
  - Loop: movie plays from beginning to end, then resumes play-back at the beginning.
  - Loop and palindrome: movie plays from beginning to end, then backwards until reaching the beginning, from which point on it will play forward again.

- *Movie GoTo Time:* jumps to a user-specified time in the movie. This menu option displays a text box with up and down arrows that let you adjust the desired time. The maximum value is given by the movie's duration.

- *Movie GoTo Beginning:* jumps to the beginning of the movie.

- *Movie GoTo End:* jumps to the end of the movie.

- *Movie Step Forward:* advances the movie in the same fashion as the *Step Forward* button in the *Movie Viewer* window.

- *Movie Step Backward:* Rewinds the movie in the same fashion as the *Step Backward* button in the *Movie Viewer* window.

- *Movie Set Selection:* selects part of the movie, based on a user-specified time range. This menu option displays two *Start Time* and *End Time* text boxes with up and down arrows that let you adjust the limits of the time range. Also adds an *Apply* button.

- *Movie Play Selection:* plays only the current movie selection specified by a *Movie Set Selection* action. This menu option displays a checkbox that toggles *Movie Play Selection* on and off.

- *Track Set Enabled:* enables or disables a track, regardless of its type. You can use it, for example, to switch between two different sound tracks.

The following actions enable you to control a sprite's spatial properties:

- *Sprite Set Matrix:* sets the sprite's matrix, allowing the visitor to move the sprite around. This menu option displays a popup menu that lets you choose from a selection of known sprites as well as two *Top* and *Left* text boxes that let you specify the sprite's initial position.

- *Sprite Set Image Index:* selects a certain image from the image gallery of the sprite track. Displays image selection tools in the *Inspector*, including the preview pane as well as the popup menu known from the *Sprite Track Inspector* (see page 407) and *Sprite Sample Inspector* (see page 409).

- *Sprite Set Visible:* shows or hides the current sprite. This menu option displays a popup menu that lets you choose from a selection of known sprites as well as a *Visible* checkbox that shows and hides the sprite.

- *Sprite Set Layer:* sets the current sprite's layer number, specifying its front-to-back order relative to other sprites on the same track. This menu option displays a popup menu that lets you choose from a selection of known sprites as well as a text box that accepts the layer number. The lower the layer number you enter, the farther to the front the sprite appears. The number 32767 indicates that this is a background sprite.

The following action is global, that is, it doesn't control the movie playback window:

- *GoTo URL:* if the movie is playing back through the QuickTime™ browser plug-in, this causes the browser to jump to the specified URL. This menu option displays Adobe GoLive's typical link selection options, including the *URL* text box, the *Browse…* button, and the Point & Shoot button that lets you link to a page or an URL in the *Site Window*.

  If required by the structure of your site, you can enable the *Absolute* checkbox to convert the path to the referenced object to an absolute path. This option is discussed in the section *Setting Up Adobe GoLive to Use Absolute Paths* on page 719 in Chapter 17, *Managing Web Sites with Adobe GoLive*.

Using Sound and Music Tracks

The *Track Editor* in Adobe GoLive lets you import sounds in various popular formats, including AIFF/AIFC, System 7 Sound, WAV, and Sound Designer II. Also supported are standard MIDI files. Any sound or music track you import creates a track in the *Track Editor*.

Inserting a Sound or Music Track and Importing Media

To insert a sound or music track and add the sound you want to play back with the Web browser's QuickTime™ plug-in, proceed as follows:

1 Open or create a movie, as explained in the section *Opening and Creating a QuickTime™ Movie*.

2 In the *Movie Viewer* window that appears, click the *Open Track Editor* button ▣ to open the *Track Editor*.

OR

Sound   **Music**

3 Drag the *Sound Track* or *Music Track* item (shown at left) from the *QuickTime™* tab of the *Palette* onto the main window area of the *Track Editor*.

4 This opens a file selection dialog box that lets you select a sound (AIFF, AIFC, System 7 Sound, WAV, and Sound Designer II) or music file (standard MIDI) from your hard disk or any other mounted volume.

The Sound File Selection Dialog Boxes

Use the audio playback controls to listen to a sample of the sound file.

5 Select a sound or MIDI file and click *Open*. Adobe GoLive imports the sound or music track into the movie now. The new track is named *Sound Track 1, Sound Track 2*, or *Music Track 1, Music Track 2,* and so on.

6 Go to the context-sensitive *Inspector*, now titled *Sound Track Inspector* or *Music Track Inspector*, and enter a name for the new track in the text box next to the *Sound Track* or *Music Track* icon, if required.

7 Your sound or music track is ready to play now. Click the *Play* button ▶ in the *Track Editor* to listen to it and see how it fits in with other tracks.

Inspecting a Sound or Music Track

The Sound Track Inspector

This text box lets you name the sound track.

The *Sound Track Inspector* shown below and its pendant for MIDI, the *Music Track Inspector,* let you inspect the basic properties of a sound or MIDI file that you've imported.

The text box in the *Sound Track Inspector* and *Music Track Inspector* lets you name or rename the sound or music track.

The other fields in the *Inspector* are not user-editable.

- *Start Time*: displays the start time of the track, which is usually "time zero". You change the start time of a track by clicking its bar in the *Track Editor* and dragging it in the desired direction.
- *Duration:* the duration of the track. This property is not editable for sound or music tracks.
- *Track Type:* this text field shows the track type, *Sound* or *Music*.
- *Data Size:* displays the data size in bytes.
- *Data Rate:* this text field indicates the amount of data available to be played every second.
- *Sample Rate*: this text field shows the sampling rate of the sound track, for example 11.025 kHz for mono or 21.5 kHz for stereo (not applicable to music tracks).
- *Channels*: this text field tells you whether the sound track contains stereo or monaural audio (not applicable to music tracks).
- *Sample Size*: this text field shows whether the sound track contains 8-bit or 16-bit audio (not applicable to music tracks).
- *Compression*: this text field displays the compressor used on the audio (not applicable to music tracks).

Using HREF Tracks

HREF tracks are used to embed URLs on an additional text track in a QuickTime™ movie. These URLs cause the browser to jump to a destination on the Web—either automatically or when the visitor clicks the movie display area. Each URL you add creates a segment of specified length. A segment is a part of a movie during which the same URL appears in the movie display area of the browser.

This feature is best used in a page with HTML frames, where the movie plays back in one frame and a second frame is used to display the alternative URLs addressed during movie playback. This page layout allows the movie to play back continuously, while the content of the second frame is being swapped. Content swapping can be achieved either interactively by a mouse-click through the visitor or automatically by setting the appropriate option for the movie.

Inserting an HREF Track

To insert an HREF track, proceed as follows:

1   Open or create a movie, as explained in the section *Opening and Creating a QuickTime™ Movie*. Then insert any visual content, such as video or sprite tracks. Save the page in your site.

2   Create a page with a frameset, for example with two vertical frames named LEFT and RIGHT.

3   Place a *Plug-in* placeholder from the *Basic* tab of the *Palette* on any of the two pages–for example, on the page that appears in the frame LEFT– and reference a QuickTime™ movie using Point & Shoot or any other of the standard methods supported by Adobe GoLive.

4   Double-click the QuickTime™ movie in the document window. Adobe GoLive opens the movie in its built in *Movie Viewer* window.

5   In the *Movie Viewer* window that appears, click the *Open Track Editor* button 🔲 to open the *Track Editor*.

6   Drag the *HREF Track* item (shown at left) from the *QuickTime™* tab of the *Palette* onto the main window area of the *Track Editor*.

7   This inserts a new empty track named *HREF Track*.

8   Go to the *Basic* tab of the *HREF Track Inspector*, place the cursor in the text box next to the *HREF Track* icon, then enter a name for the new track.

The Basic Tab of the HREF Track Inspector

Click this tab to name the HREF track, set its position and dimensions, and view general properties.

Use this text box to name the HREF track.

Use these text boxes to position the HREF track.

Use these text boxes to resize the HREF track.

Use this checkbox to control resizing behavior.

Use this text box to control the layering of the HREF track.

These text boxes display general properties.
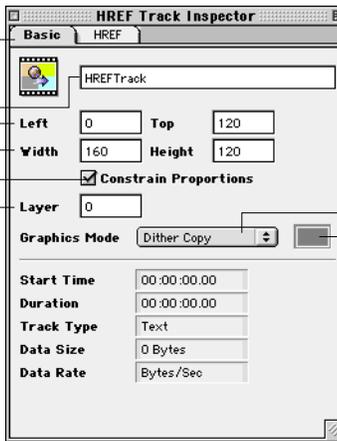
Choose an option from the Graphics Mode popup menu to specify how the HREF track overlays on other tracks within the movie.

The color field lets you pick a color from the Color Palette for use with the Blend and Transparent graphics modes (see page 408).

The fields in the center section of the window let you set the physical properties of the HREF track:

- *Left* and *Top*: Use these text boxes to position the track in the movie. Because the HREF track is visible as a black bar with white text in the movie, we recommend placing it at the bottom or the top. To find the bottom of the movie, click the video track and look at its *Height* dimension in the *General* tab of the *Video Track Inspector*. The height of the track determines its bottom dimension. If the height is, for example, 160 pixels, enter the same value in the *Top* text box for the HREF track to position it below the video track. Entering 0 places the HREF track at the top of the track.

- *Width* and *Height:* Use these text boxes to set the vertical and horizontal dimensions of the movie in the Web page. The actual size is determined by the track with the highest width and height settings.

- *Constrain Proportions*: By activating this checkbox, you force the movie to resize proportionally. For example, when you edit the value in the *Width* text box, Adobe GoLive adjusts the *Height* setting automatically to maintain the original height-to-width ratio of the track.

- *Layer*: Use this text box to specify the layering of the HREF track within the movie. The lower the layer number you enter, the farther to the front the track appears.

- *Graphics Mode*: Choose an option from the *Graphics Mode* popup menu to specify how the HREF track overlays on other tracks within the movie. For a brief description of the graphics mode options, please refer to page 408.

The fields at the bottom are not user-editable:

- *Start Time*: Displays the start time of the track, which is usually "time zero". You can change the start time of a track by clicking on its bar in the *Track Editor* and dragging it in the desired direction.

- *Duration:* The duration of the track. You can change the length of an HREF track by adding URLs and positioning them along the timeline of the movie.

- *Track Type:* Shows the track type, *Text*. (An HREF track is a specific type of text track.)

- *Data Size:* Displays the data size in bytes.

- *Data Rate:* This text field indicates the amount of data available to be played every second.

Specifying Destinations on the Web

The HREF Tab of the HREF Track Inspector

Click this tab to specify destination pages on the Web or in your site.

This option auto-loads the content of the destination URL (instead of waiting for a mouse-click).

The segments of the HREF track are listed here.

This time control sets the start time for any segment, except for the first one on a track.

This time control sets the duration of the last segment.

This text box lets you specify a destination URL—for example, a local page to be inserted in a

This text box lets you specify the target frame where the new page should appear.

To edit an HREF track in a QuickTime™ movie, proceed as follows:

1 Click the small triangle control next to the track name in the *Track Editor* to expand the HREF track.
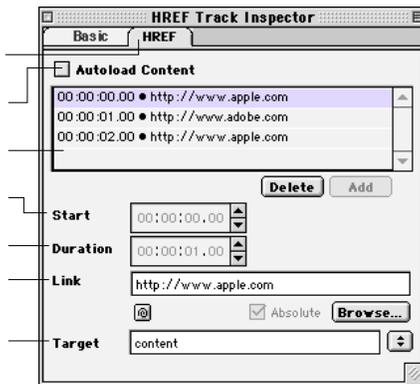
2 With the *HREF* track selected in the *Track Editor*, go to the *HREF* tab of the *HREF Track Inspector* shown above.

3 Go to the HREF tab of the *HREF Track Inspector* and enter an URL (for example, the folder path and filename of a local page on your hard disk) in the *Link* text box, click the *Browse…* button and choose a page in the subsequent file selection dialog, or click the Point & Shoot button and drag to a file or URL in the *Site Window*.

If required by the structure of your site, you can enable the *Absolute* checkbox to convert the path to a referenced object to an absolute path (not required for URLs that point at other locations on the Web). This option is discussed in the section *Setting Up Adobe GoLive to Use Absolute Paths* on page 719 in Chapter 17, *Managing Web Sites with Adobe GoLive*.

4   Enter the name of the frame where the referenced page should appear in the *Target* text box–for example, *content*.

5   Click the *Add* button on the *HREF* tab to insert the first segment. The first segment is as long as the movie itself. (If there is no other media in the movie, then the duration defaults to one second.) A new segment appears below the bar of the HREF track in the main window area of the *Track Editor*.

6   To add the next segment, position the time cursor by clicking the up and down arrows next to the *Start* option in the *HREF* tab of the *HREF Track Inspector*.

7   Click the *Add* button to insert another segment on the HREF track.

8   Repeat steps 3 through 7 to add more HREF tracks.

9   You can click the last segment and set its duration using the up and down arrows next to the *Duration* option, if desired. (The durations of the preceding segments can't be changed.)

10   Choose *Save* from the *File* menu to save the changes to the Quick-Time™ movie.

11   Return to the document window and preview the track in a browser.

Using Chapter Tracks

Like the chapters of a book, a chapter track subdivides a movie in segments that deal with the same topic. It provides basic navigation support for QuickTime™ movies, allowing visitors of your page to get quickly to selected points in a movie. When viewed in a Web browser, the QuickTime™ plug-in displays the chapter track as a popup menu in the standard controller of the movie.

A good example for the use of a chapter track is Apple Computer's 1998 "Think Different" campaign movie. It features a series of personalities in a fast-changing sequence of short video clips. A chapter track allows you to navigate the movie. By choosing, for example, "Albert Einstein" from the chapter popup menu, the movie jumps to the start time of the clip showing the famous scientist.

A Movie with a Chapter Track in Adobe GoLive's Movie Viewer

The chapter track displays as a navigation menu.

Inserting a Chapter Track

To insert a chapter track, proceed as follows:

1 Open or create a movie, as explained in the section *Opening and Creating a QuickTime™ Movie*, then insert any visual content, such as video or sprite tracks.

2 In the *Movie Viewer* window that appears, click the *Open Track Editor* button ▣ to open the *Track Editor*.

3 Drag the *Chapter Track* item (shown at left) from the *QuickTime™* tab of the *Palette* onto the main window area of the *Track Editor*.

4 This inserts a new empty track named *Chapter Track*. At the same time, the context-sensitive *Inspector* window turns into the *Chapter Track Inspector*.

5 Go to the *Basic* tab of the *Chapter Track Inspector*, place the cursor in the text box next to the *Chapter Track* icon, then enter a name for the new track.

The Basic Tab of the Chapter Track Inspector
Click this tab to name the chapter track, view general properties, and set its position and dimen-
Use this text box to name the chapter track.

Use these text boxes to position the chapter track.

Use these text boxes to resize the chapter track.
Use this checkbox to control resizing behavior.
Use this text box to control the layering of the chapter track.

These text boxes display general properties.
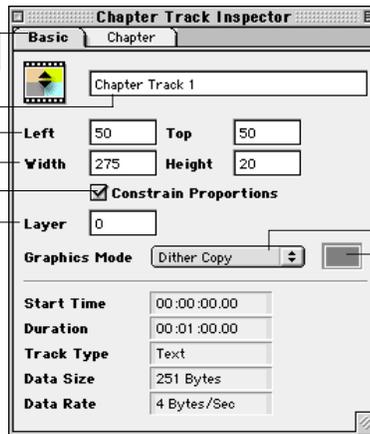
Choose an option from the Graphics Mode popup menu to specify how the HREF track overlays on other tracks within the movie.

The color field lets you pick a color from the Color Palette for use with the Blend and Transparent graphics modes (see page 408).

Chapter Track Inspector

Basic | Chapter

Chapter Track 1

Left 50 **Top** 50
Width 275 **Height** 20
☑ **Constrain Proportions**
Layer 0
Graphics Mode Dither Copy

Start Time 00 :00 :00.00
Duration 00 :01 :00.00
Track Type Text
Data Size 251 Bytes
Data Rate 4 Bytes/Sec

The fields in the center section of the window let you set the visual properties of the chapter track:

- *Left* and *Top*: Use these text boxes to position the track in the movie.

- *Width* and *Height:* Use these text boxes to set the vertical and horizontal dimensions of the movie in the Web page. The actual size is determined by the track with the highest width and height settings.
  Chapter tracks require that *Width* be set to at least 275 pixels, otherwise the navigation popup menu will not be visible.

- *Constrain Proportions*: By activating this checkbox, you force the movie to resize proportionally. For example, when you edit the value in the *Width* text box, Adobe GoLive adjusts the *Height* setting automatically to maintain the original height-to-width ratio of the track.

- *Layer*: Use this text box to specify the layering of the chapter track within the movie. The lower the layer number you enter, the farther to the front the chapter appears.

- *Graphics Mode*: Choose an option from the *Graphics Mode* popup menu to specify how the chapter track overlays on other tracks within the movie. For a brief description of the graphics mode options, please refer to page 408.

The fields at the bottom are not user-editable:

- *Start Time*: Displays the start time of the track, which is usually "time zero". You change the start time of a track by clicking its bar in the *Track Editor* and dragging it in the desired direction.
- *Duration:* The duration of the track. The length of a chapter track is not editable; it is given by the longest track in the movie.
- *Track Type:* Shows the track type, *Chapter*.
- *Data Size:* Displays the data size in bytes.
- *Data Rate:* This text field indicates the amount of data available to be played every second.

Creating Chapters

To create chapters, proceed as follows:

1 Click the small triangle control next to the track name in the *Track Editor* to expand the HREF track.

2 With the chapter track selected in the *Track Editor*, go to the *Chapter* tab of the *Chapter Track Inspector* (see below).

3 Click the *New* button to insert a new chapter. The first segment is as long as the movie itself. (If there is no other media in the movie, then the duration defaults to one second.)

The Chapter Tab of the Chapter Track Inspector

Click this tab to create chapters.

Use this text box to name new chapters.

This time control sets the start time for any chapter, except for the first one on the track.

This time control sets the duration of the last chapter.
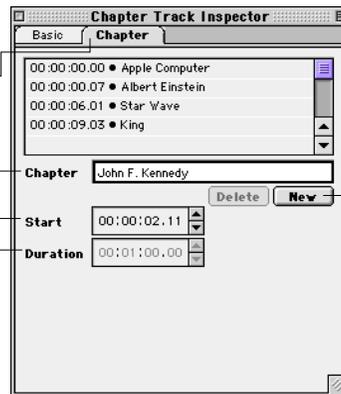
Set the start time, then click this button to add a new chapter.

4 Go to the *Chapter* text box and name the chapter. As you type, you will notice that the chapter name appears in the controls section of the *Movie Viewer* window.

5 Use the up and down arrows next to the *Start* option to go to the point in the movie where you want the next chapter to begin. The time cursor in the *Track Editor* and the movie in the *Movie Viewer* window move along to let you see the current position in the movie.

6 Click the *New* button to insert the next chapter.

7 Repeat steps 5 and 6 to add more chapters and name them.

8 You can click the last chapter and set its duration using the up and down arrows next to the *Duration* option, if desired. (The durations of the preceding chapters can't be changed.)

9 Go to the *Movie Viewer* window and check your choices by choosing chapters from the chapter list. (You may have to resize the window to see the popup menu.)

Using Text Tracks

Text tracks display text within a movie. A typical example for the use of text tracks is the subtitling of movies.

Text tracks can be flexibly subdivided in segments, allowing alternative text messages to be displayed during movie playback. A segment is a part of a movie during which the same text appears in the movie display area of the browser. Each chunk of text you add creates a segment of specified length.

A Movie with a Text Track in Adobe GoLive's Movie Viewer

vie with a Text Track in Adobe e's Movie Viewer

The text track displays as a subtitle.

Inserting a Text Track

To insert a text track, proceed as follows:

1 Open or create a movie, as explained in the section *Opening and Creating a QuickTime™ Movie*, then insert any visual or aural content, such as video or sound tracks.

2 In the *Movie Viewer* window that appears, click the *Open Track Editor* button ▣ to open the *Track Editor*.

3 Drag the *Text Track* item (shown at left) from the the *QuickTime™* tab of the *Palette* onto the main window area of the *Track Editor*.

4 This inserts a new empty track named *Text Track*. At the same time, the context-sensitive *Inspector* window turns into the *Text Track Inspector*.

5 Go to the *Basic* tab of the *Text Track Inspector*, place the cursor in the text box next to the *Text Track* icon, then enter a name for the new track.

The Basic Tab of the Text Track Inspector

Use this text box to name the text track.

Use these text boxes to position the text track.

Use these text boxes to resize the text track.

Use this checkbox to control resizing behavior.

Use this text box to control the layering of the text track.

These text boxes display general properties.
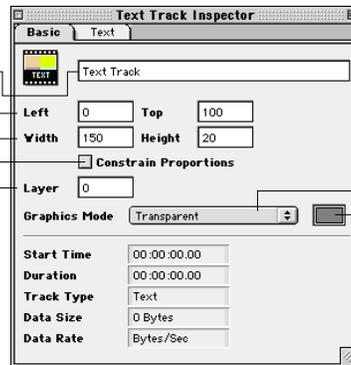
Choose an option from the Graphics Mode popup menu to specify how the HREF track overlays on other tracks within the movie.

The color field lets you pick a color from the Color Palette for use with the Blend and Transparent graphics modes (see page 408).

The fields in the center section of the window let you set the visual properties of the text track:

- *Left* and *Top*: Use these text boxes to position the track in the movie.

- *Width* and *Height:* Use these text boxes to set the vertical and horizontal dimensions of the text track.

- *Constrain Proportions*: By activating this checkbox, you force the movie to resize proportionally. For example, when you edit the value in the *Width* text box, Adobe GoLive adjusts the *Height* setting automatically to maintain the original height-to-width ratio of the track.

- *Layer*: Use this text box to specify the layering of the text track within the movie. The lower the layer number you enter, the farther to the front the text appears.

- *Graphics Mode*: Choose an option from the *Graphics Mode* popup menu to specify how the text track overlays on other tracks within the movie. For a brief description of the graphics mode options, please refer to page 408.

The fields at the bottom are not user-editable:

- *Start Time*: Displays the start time of the track, which is usually "time zero". You change the start time of a track by clicking its bar in the *Track Editor* and dragging it in the desired direction.
- *Duration:* The duration of the track. The length of a chapter track is not editable; it is given by the longest track in the movie.
- *Track Type:* Shows the track type, *Chapter*.
- *Data Size:* Displays the data size in bytes.
- *Data Rate:* This text field indicates the amount of data available to be played every second.

Creating Text Segments

To create text segments, proceed as follows:

1 Click the small triangle control next to the track name in the *Track Editor* to expand the text track.

2 With the text track selected in the *Track Editor*, go to the *Text* tab of the *Text Track Inspector* (see below).

The Text Tab of the Text Track Inspector

This list shows the text segments to be displayed in the movie.

Use this text box to type in the text to be inserted.

This time control sets the start time for any segment, except for the first one on a track.

This time control sets the duration of the first and last segment.
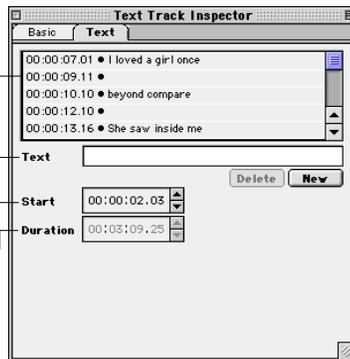
3 Type the desired text in the *Text* text box.

4 Click the *New* button to insert the first text segment. Adobe GoLive adds the new text to the segment list at the top of the window. The first text segment will always be start at the beginning of the timeline and last as long as the longest track in the movie.

5   Set the time during which you want the text to appear in the movie using the up and down arrows next to the *Duration* option.

6   To add the next text segment to the track, position the time cursor by clicking the up and down arrows next to the *Start* option in the *Text* tab, then repeat steps 3 through 5.

7   You can click the last segment in the list and set its duration using the *Duration* option, if desired. (The durations of preceding segments can't be changed.)

8   Choose *Save* from the **File** menu to save the changes to the Quick-Time™ movie.

9   Return to the *Movie Viewer* window and preview the text track.

Chapter 8   Working with Frames

This chapter outlines how HTML frames support enhances Adobe GoLive's layout capabilities.

General

Frames are a Web design tool introduced with HTML Version 3, one of the major revisions of the Web standard.

Frames subdivide your page into several independent panes that help you organize your display and make it easier to handle. Because each pane displays a separate page, each page can be changed and scrolled independently.

Use this feature if you want to enhance your page with an on-screen navigation aid that remains visible while the user scrolls through the main window. This is best achieved by placing a table of contents consisting of hyperlinks on a sidebar (see example below).

Frames Viewed with Netscape Navigator 4

This sidebar does not scroll with the rest of the main window. It is visible all the time.

The user can scroll the main window.
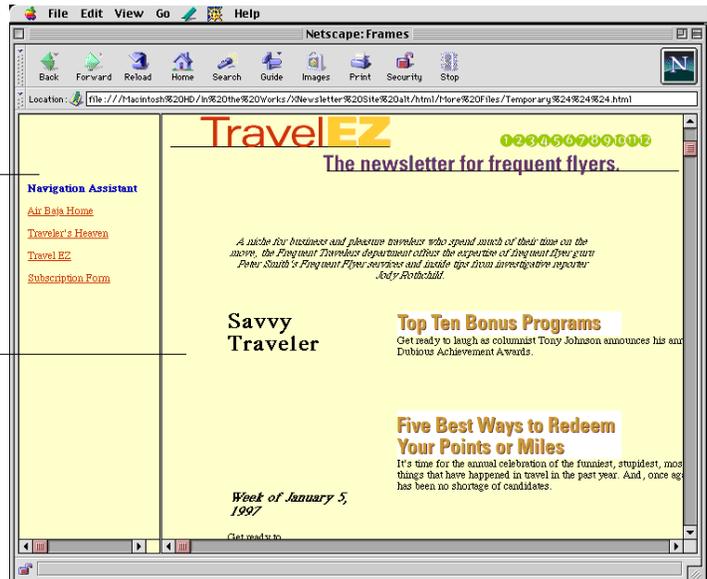
By displaying this table of contents on other pages, you can create an easily navigable site with a consistent page layout.

Chapter Overview

This chapter covers the following general topics and specific features:

Things to Know About Frames

The following section discusses a few things you need to know before you start working with frames.

Frames in a Nutshell

The most important thing to notice is the difference between *frame sets* and *frames*. A frame set is a master document containing just a minimum of HTML code, including a title, as well as definitions of the size, arrangement, and URLs that address the content of its panes. The panes in a frame set are called frames. Their content is provided by component documents that may contain text and full-scale HTML formatting. Consequently, it takes a minimum of three HTML pages to implement a two-frame set: one page for the frame set and two more pages for its visible content.

The following graphic illustrates the structure of a framed page.

The Structure of a Framed Page

You need three HTML pages to build a two-page frame set:

One page for the frame set, …

… one page for the left pane, …

… and one page for the right pane.
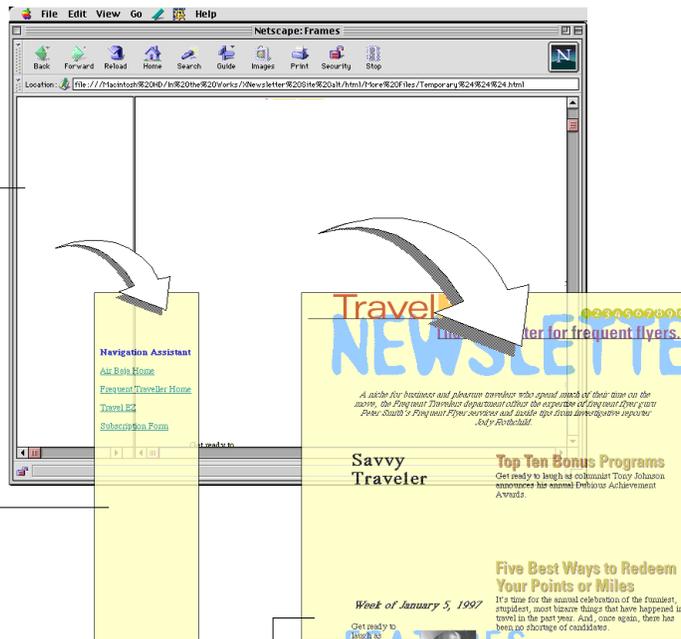
The "Dos and Don'ts" of Using Frames

Frames are a design tool for the experienced Web author. Beginners can use frames, too, but when they do, they are well-advised to keep the structure simple at all times. The two-frame set shown above is such a straightforward design: It consists of a non-scrolling navigation bar and a scrolling content area.

There are a few pitfalls in using frames because of browser limitations. Things to avoid include:

- *Single-frame pages:* You should avoid using single-frame pages. They do not display in Netscape's Navigator and Communicator browsers.
- *Browser offset:* Browsers tend to offset the content of a page by a few pixels from the edge their main display area—and the inner edges of frames. This behavior can cause sizing problems.
- *Nesting frame sets:* Although HTML specifies the nesting of frame sets within frame sets, refrain from using this feature because it can cause serious navigation problems. By subdividing the browser in multiple frames, you also reduce the display area for content.

Editing Frames in Adobe GoLive

The Frames Editor View

To use frames, switch to Adobe GoLive's *Frames Editor* view and open the *Frames* tab of the *Palette*.

The screenshot below shows the Adobe GoLive document window while the program is in the *Frames Editor* view.

The Frames Editor View

Click here to switch to the Frames Editorvi-

The name of the frame is displayed here.

Icons represent the pages displayed in the individual panes.

Click this separator to select the frame set or drag it to resize frames relative to each other.
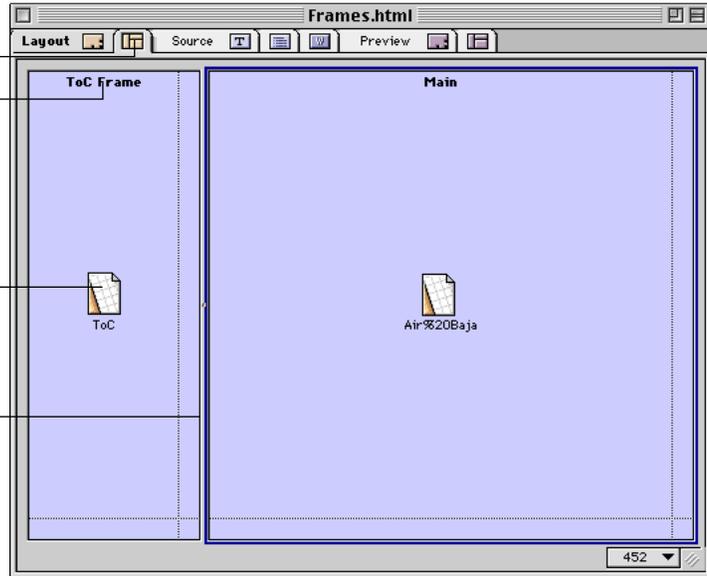
The Frames Tab of the Palette

The *Frames* tab contains a large selection of different frame sets to choose from, each ready for drag & drop insertion.

The Frames Tab of the Palette
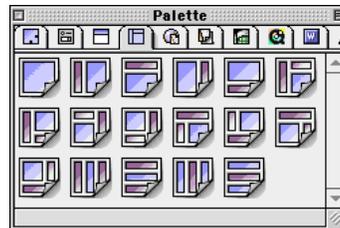
To insert a frame set, proceed as follows:

1 Select a frame configuration from the *Palette*.

2 Drag it onto your document window.

3 Edit its attributes (see below).

The Frame Set Inspector

The context-sensitive *Frame Set Inspector* lets you select the orientation of the borders within the frame set and establish their appearance.

Two buttons, *Preview Set* and *Stop Preview*, in the *Frame Set Inspector* allow the user to toggle previewing of the frame set on and off.

The Frame Set Inspector

The Size text box is disabled because a frame set cannot have an absolute size.

Click either radio button to flip the frame set.

Use these options to set the border properties.

Use these buttons to toggle previewing of the frame content on and off.
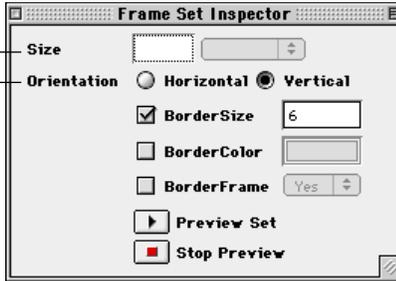
Instructions for setting frame set options are given later in this chapter.

The Frame Inspector

The context-sensitive *Frame Inspector* lets you resize and name individual frames, link them with the pages to be displayed, and set their scrolling and resizing properties.

A *Preview Frame* button in the *Frame Inspector* allows the user to toggle content previewing on and off for the current selection. This feature is especially useful when the content of a particular frame takes a long time to load.

The Frame Inspector

Place the cursor in the Size text box and type in a numerical value to resize the frame.

Place the cursor in the Name text box and type in a name for the frame.

Type in the URL for the desired content here, click Browse to select a URL, or click the Point & Shoot button to link to one.

Use these options to set the scrolling properties and enable resizing of the frame.

Use this option to toggle previewing on and off for the selected frame.
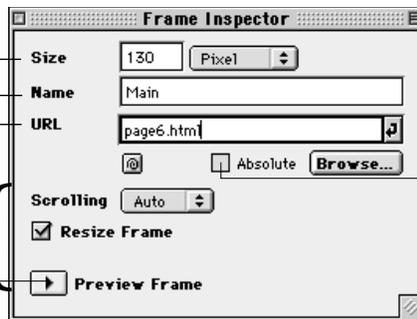
This checkbox converts the path to the referenced page to an absolute path. This option is discussed in the section *Setting Up Adobe GoLive to Use Absolute Paths* on page 719 in Chapter 17, *Managing Web Sites with Adobe GoLive*.

Instructions for setting frame options appear later in this chapter.

Inserting Frames
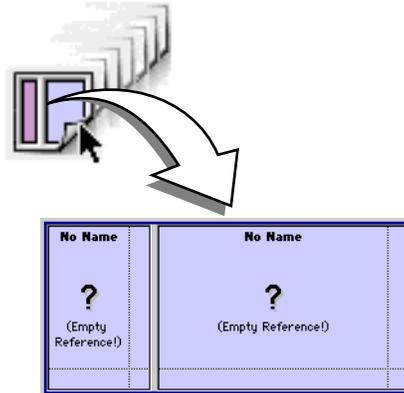
Adobe GoLive lets you insert frames and frame sets via drag & drop.

To insert a frame or frame set, proceed as follows:

1 Switch to the *Frames Editor* view in the *Palette* by clicking on the *Frames* tab.

2 Drag the desired icon from the *Palette* and drop it in your document window.

Inserting a Frame Set

Setting Up Frames

Adobe GoLive uses the *Frame Set Inspector* and *Frame Inspector* shown on page 433 to help you set up frame sets and frames.

To set up the frame set, proceed as follows:

1 Select the frame set by clicking any of its horizontal or vertical dividers.

2 Go to the *Frame Set Inspector* to view the frame set options:

- The *Size* text box is disabled because a frame set cannot have an absolute size.

- Click any of the *Orientation* radio buttons to arrange the dividers in the frame set horizontally or vertically. Note that the border line will be hidden in the browsers.

- To resize that border, you can click any divider, select the *Border Size* checkbox, and type in a value in pixels. Setting *Border Frame* to *No* and *Border Size* to "0" hides the selected divider.

- To assign a color to all dividers in the frame set, you can click any divider, select the *Border Color* checkbox, then drag a color from the *Color Palette* onto the *Border Color* color field. This color overrides the gray border that most Web browsers default to.

You cannot select a background color for a frame or frame set. To color the background of a frame, select a background color for the page you want to display in that frame.

3   When you finish setting options, click the *Preview Set* button in the *Frame Set Inspector* to enable previewing. Click the *Stop Preview* button to turn off previewing again.

To set up a selected frame, proceed as follows:

1   Click to select the frame.

2   Go to the *Frame Set Inspector* and edit the size options for the selected frame:
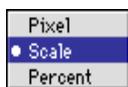
-   If you don't want the frame to be resizable— for example, if it is supposed to display a small image of known dimensions— choose *Pixel* from the *Size* popup menu, then use the *Size* text box to preset an absolute size in pixels. Please note that when specifying an absolute size in pixels for one frame, you need to set at least one more frame with the same orientation to *Scale*, or the frame set will scale all frames in that direction.

-   If you want the frame to take on a fixed ratio relative to the overall height or width of the frame set, choose *Percent* from the *Size* popup menu, then use the *Size* text box to preset a percentage. For frames with horizontal orientation, this attribute controls the relative height. For frames with vertical orientation, it controls the relative width.

-   The default *Scale* option sizes the frame automatically when the visitor resizes the browser's window.

3   Place the cursor in the *Name* text box and type in a name for the frame. Note that you must name the frame.

4   Click the *Point & Shoot* button to drag a link to a page in the *Site Window* or to the small document icon next to the title of the target document.

Alternatively, you can type in the desired file name in the *URL* text box, click the *Browse* button to choose a Web page in the subsequent file selection dialog, or specify frame content via drag & drop (see page 437).

5   Select an option from the *Scrolling* popup menu:

-   *Auto* will hide the scrollbar if it isn't needed and automatically show it if the content is too large to fit.

-   *Yes* will show the scrollbar even if it isn't needed.

-     *No* will hide the scrollbar even if it is needed.

6   Click the *Preview Frame* button to toggle previewing on or off for
    the current frame.

Viewing Referenced Documents in the Size of Their Frame

To view a document in a window that is the same size as its frame,
double-click the document icon in the *Frames Editor* view.

Moving Frames

The *Frames Editor* view lets the user rearrange the page layout with ut-
most ease. You can drag frames around the frame set and drop them at
any desired location or, if you are an experienced user, rearrange nested
frame sets.

Moving a Frame

Click and drag the frame you want to move and
drop it at the new location.
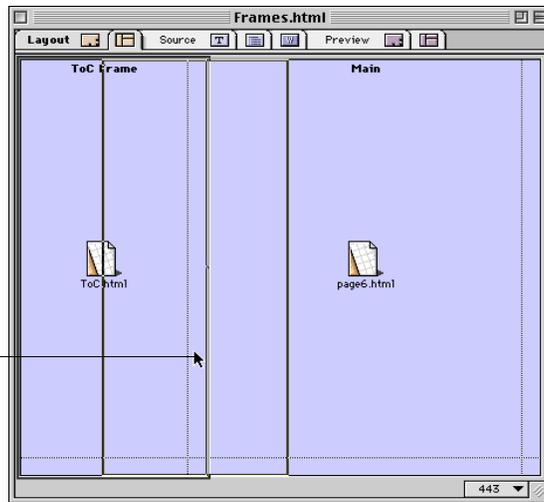
To move a frame via drag & drop, proceed as follows:

1   Click the frame you want to move and start dragging.

    As you drag, you'll notice that frame orientation limits the direc-
    tion of motion: You can drag vertical frames sideways and hori-
    zontal frames up and down, but you cannot extend the frame set
    by dragging beyond its boundaries.

2   Drop the frame at the desired location and watch Adobe GoLive
    rearrange the page layout in real time.

To rearrange nested frame sets via drag & drop, proceed as follows:

1   Control-click the divider of the nested frame set you want to move and start dragging.

As you drag, note that the frame set orientation limits the direction of motion: You can drag vertical frame sets sideways and horizontal frame sets up and down, but you cannot extend the master frame set by dragging beyond its boundaries.

2   Drop the frame set at the desired location within the master frame set and watch Adobe GoLive rearrange the page layout in real time.

Drag & Drop Editing of Frame Content

Adobe GoLive's frame editing functionality lets you do far more than move frames around. The *Frames Editor* view provides even more comprehensive drag & drop support, enhancing Adobe GoLive's powerful frame editing environment.

Two alternative drag & drop methods let you specify frame content with ultimate ease:

• You can drag files and URLs from the *Site Window* and drop them onto frames.

• You can drag files from the Macintosh Finder and drop them directly onto frames.

The illustration below shows how you can use drag & drop to insert an HTML page from the *Site Window*.

Specifying Frame Content via Drag & Drop

Drag an HTML page from the Site Window…

… and drop it on any frame to display it there.
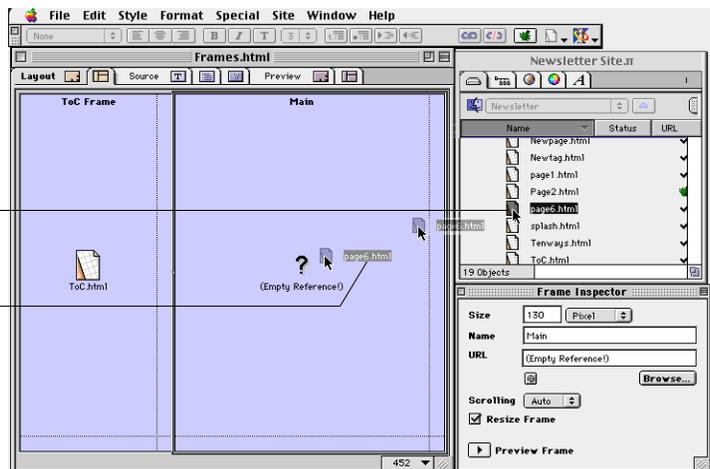
To specify frame content via drag & drop, proceed as follows:

1　Select the resource you want to display in the frame and start dragging. You can use the items listed below from the following sources:

- HTML pages from the *Files* tab of the *Site Window*
- URLs from the *URL* tab of the *Site Window* (by using URLs, you can reference resources on remote volumes or servers)
- HTML pages from the Macintosh Finder

2　Drop the object at the desired location. When you enable the *Preview* or *Preview Frame* option (see the section *Previewing HTML Pages in the Frames View* on page 439), Adobe GoLive will visually display the page, provided that it is locally available on your hard disk. Referenced pages from other Web sites can only be displayed in the browser.

Previewing Frames

The Frame Preview Tab

A dedicated *Frame Preview* tab in the main document window allows for instant "browserless" previewing. Similar to what the *Preview* tab does for normal HTML pages, the *Frame Preview* shows a near-life representation of a page with HTML frames.

The Frames Preview

Click this tab rider to open the Frames Preview window.
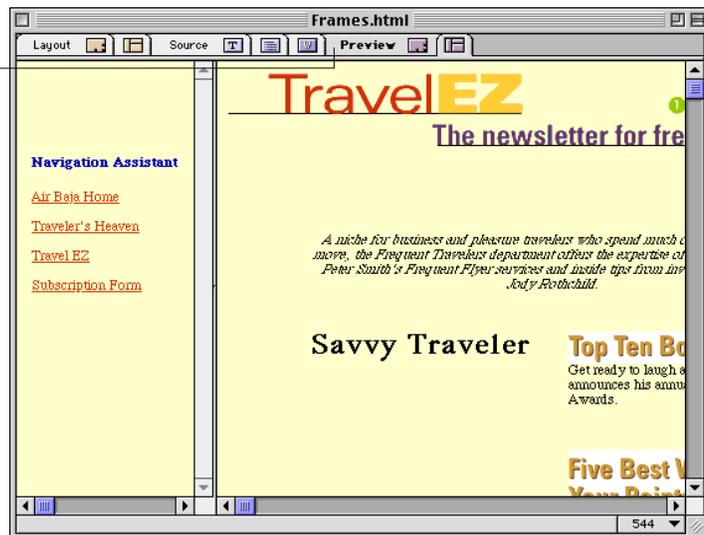
To preview a page with HTML frames, proceed as follows:

1   From within the *Frames view*, click the *Frames view* tab to open the *Frames Preview*.

2   To return to the frame editing mode, click the *Frames* tab.

Please note that this preview-only mode does not support editing. Double-clicking individual frames or dropping pages or URLs does not have any effect.

Previewing HTML Pages in the Frames View

You can display a preview of the frame content directly in the *Frames* view, without a browser. This feature enables users to review their page layout continually, without launching a browser for previewing. You can make corrections on the spot by double-clicking the frame content or importing an alternative page via drag & drop.

Previewing Turned On and Off

Previewing has been disabled for this frame.

Previewing has been enabled for this frame.
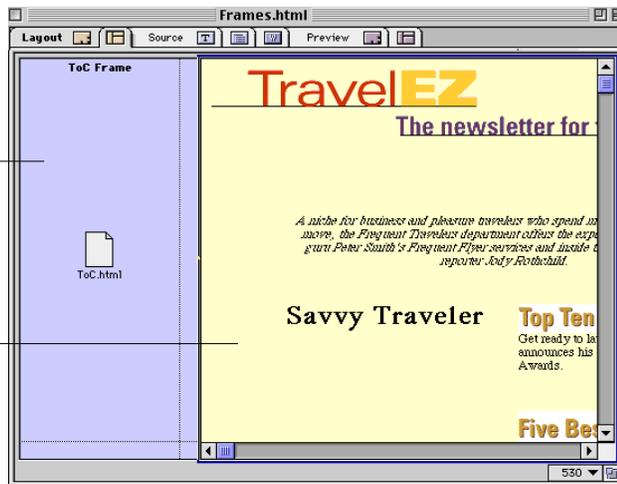
Controls in the *Frame Inspector* and *Frame Set Inspector* allow for selectively previewing individual frames (see example above) or the entire frame set, depending on the current selection.

Example Frame Sets

This section describes how to create a simple frames sample.

To create a frame set, proceed as follows:

1 Create two simple HTML pages first. Save the first as "Navigator.html"; it will be used for the left frame. Name the second page "Bodypage.html"; it will be displayed at the content section to the right.

2 Create a new page, switch to the *Frames Editor,* and drag a simple frame set from the *Palette* to the window.
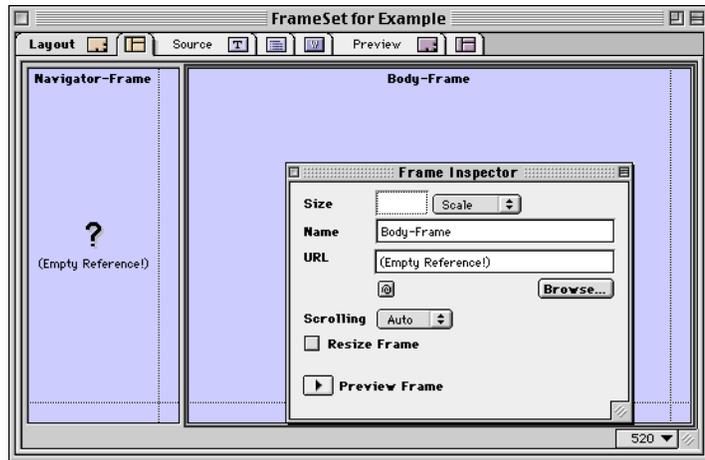
3   Use the *Inspector* to tune each frame. Name the right frame
    "Body-Frame". Label the left frame "Navigator-Frame". The URL
    should refer to the HTML page "Navigator.html" created at step 1.
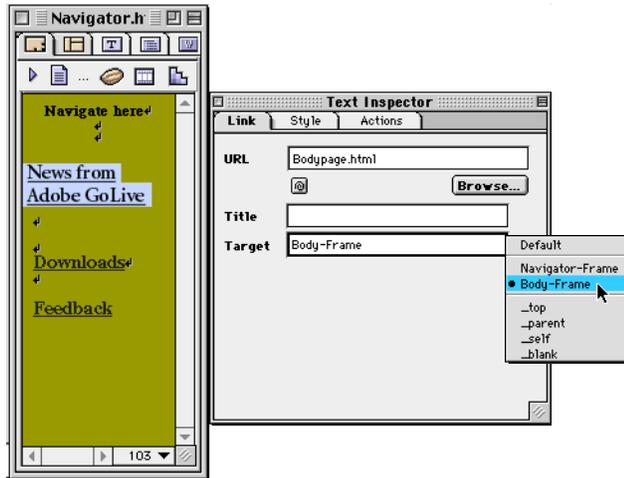
4   Open the page "Navigator.html". Edit each link and set the *Target*
    to "Body-Frame". This determines that the destination will ap-
    pear at the right frame.

    The *Target* popup offers the standard values *_top, _parent, _self*
    and *_blank*; your additional values *Navigator-Frame* and *Body-
    Frame* are available, too.

5   Test your frames page in your desired browser.

Here's what the default values do:
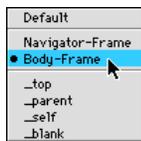
-   _top: Loads the link into the full Web browser window, re-
    placing the current <frame set> entirely. If the current doc-
    ument is already at the top, the target _self will be used.

-   _parent: Loads the link into the <frame set> parent of the
    current document. If the current document has no parent,
    the target _self will be used.

-   *_self*: Loads the document referenced by the link tag into the
    window or frame that held the link tag.

-   *_blank*: Loads the document referenced by the link tag into a
    new "unnamed" window.

You can also use external links at the navigation section. See what
happens if you use one and target it to the "Body-Frame."
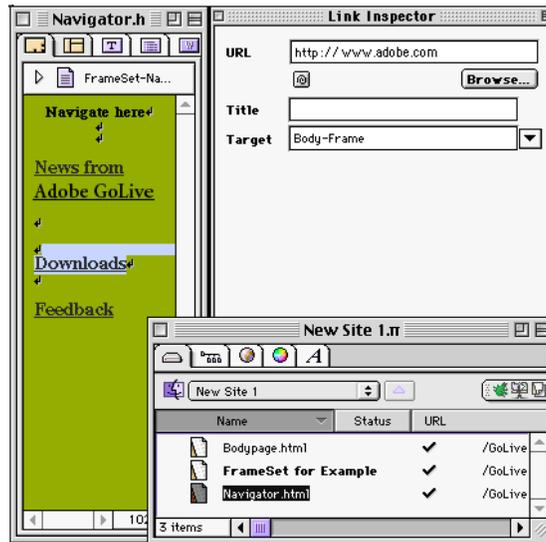
More settings for the *Frame* and *Frame Set Inspectors* are explained earlier in this chapter.

Please note that Adobe GoLive cannot display external URLs. You need to test external links with a browser.

Chapter 9   Working with Forms

This chapter introduces you to Adobe GoLive's comprehensive set of form building tools, outlining their use in simple step-by-step instructions.

General

To assist you in building fully functional the visual component of HTML forms, Adobe GoLive offers a complete inventory of forms objects, ready for easy drag & drop insertion from the *Forms* tab of the *Palette*. Adobe GoLive forms elements fully support the upcoming HTML 4.0 standard, including advanced features such as labels and navigation through tabbing or access keys, as well as structuring through field sets and legends—without compromising downward-compatibility with the present HTML 3.2 specification.

A Simple Form in Preview Modeon a Layout Grid

Forms provide a means of interacting with your audience. You can collect data about and receive feedback from people visiting your site, secure selected pages through password protection, customize the appearance and content of pages based on user input, and let users enter search criteria for database queries.

Common Gateway Interfaces—The "Non-Visual Component"

To process the information the user enters in a form, you need a *Common Gateway Interface* (CGI) program. CGIs reside on the Web server, where they manage the flow of information from the audience back to the content provider.

CGIs format the data that the user submits for import into a database or automatically jump to another page if the user enters a password. CGIs are controlled by scripts written in AppleScript, MacPerl, C++, or script languages for other platforms. If you are not familiar with CGI scripting, ask your Web master for assistance or for existing scripts that you can modify to meet your requirements for processing forms.

Building the "Visual Component" of Forms

Adobe GoLive lets you build the visual side of HTML forms for the Web with accuracy and ease. The *Forms* tab *of* the *Palette contains all the HTML tags you need.*

The Forms Tab of the Palette

Click this tab rider to open the Forms tab.
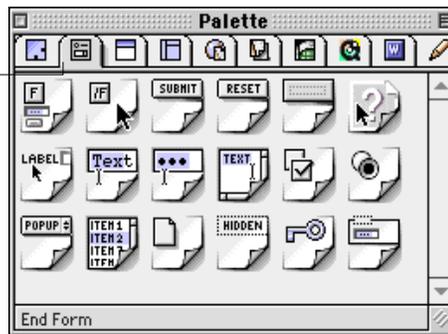
Using Forms Tags

To insert forms tags, proceed as follows:

1 Click on the *Forms* tab rider to open the *Forms* tab of the *Palette*.

2 Insert a *Form* tag (the first icon in the first row; see page 447) by dragging the icon to the document window or double-clicking it. This tag is a marker that indicates the beginning of a form. It instructs the browser to regard everything that follows as a fill-in form, which can be returned to the server when the visitor clicks the *Submit* button.

3 You can now start building forms by inserting forms elements from the *Palette* using drag & drop below the *Form* element inserted in step 2 above. Or double-click an icon in the *Palette* to insert a forms element at the current cursor location.

The following pages describe the individual form objects, along with step-by-step instructions on how to use them.

The Form Element

The *Form* tag identifies the current page or section as a form and instructs the browser where and how to return form information for processing.

⚠️ The Form element is a essential in order for your form to display without errors in the Netscape Navigator and Netscape Communicator browsers. When designing forms, you must place any element you want to include in a form below this element (see page 450 for an example).

To insert a *Form* tag, proceed as follows:

1 Drag the *Form* tag icon from the *Palette* and drop it in your layout grid ordocument window (or double-click the icon in the *Palette*). An icon with the letter "F" A box-like symbol will appear on your grid or in your document window.

Inserting a Form Tag
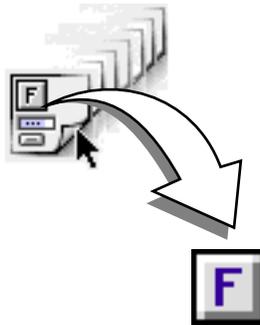
2 Set up the form in the context-sensitive *Inspector* window, now titled *Form Inspector.*

Type in a name for the form here.

Type in the destination URL for the form's output here, click Browse to select an URL, or click the Point & Shoot button to link to one. (This is usually the location of the CGI script, as specified by your ISP.)

Select a target location for the form output.

Use default encryption or select an encryption method from the popup menu.

Select a method for the form to return its information to the CGI script.

This checkbox converts the path to the referenced CGI script to an absolute path. This option is discussed in the section *Setting Up Adobe GoLive to Use Absolute Paths* on page 719 in Chapter 17, *Managing Web Sites with Adobe GoLive*.

The *Form Inspector* lets you set the following options:

1. Use the *Name* text box to give a unique name to your form.

⚠️ Naming the form is especially important if you have more than one form on the page. Also, it eases CGI scripting if each form throughout your site can be identified by a unique name.

2. Use the *Encrypt* popup menu to select an encryption method.

3. Use the *Action* text box to enter the directory and file name of the CGI script or E-mail address you want the form information sent to when the user clicks the *Submit* button.

Alternatively, click the *Browse* button and select a destination in the subsequent file selection dialog, or click the *Point & Shoot* button to link to a CGI script in the *Site* window.

4. Choose a target location in the destination URL from the *Target* popup menu.

5. If your form is embedded in a frame set and you want to control where the HTML page returned by the CGI appears after the user has submitted the form, choose a target location from the *Target* popup menu. Besides the names you have given to individual frames within a frame set, the following default options appear:

   - The *_blank* option loads the page into a new unnamed window.

   - The *_self* option loads the page into the window or frame that previously held the form.

- The *_parent* option loads the page into the parent frame set of the form.
- The *_top* option loads the page into the full browser window, replacing any current frame sets.

6   Use the *Encrypt* popup menu to select an encryption method.

7   Use the *Method* popup menu to determine how to send the form information:

- *Post* includes the data entered by the visitor information separately from the destination URLinto the body of the form and returns the result to the CGI.

- *Get* appends the data entered by the visitor to the file specified in the *Action* text boxform information to the destination URL.

- *Default* omits the *Method* attribute.

⚠️ We recommend using the *Post* option because URLs have a definite length that might be exceeded by simply appending information to the destination file. This could cause data loss.

The form is now ready to accept content. An example of how the content of a form is arranged with accuracy appears on the next page.

The following screenshot illustrates how you can add content to a form. The form shown here uses an HTML table to structure the visual presentation in the browser. Forms elements are placed in table cells to ensure that they display without any spacing problems in all popular browsers.

A Simple Form Viewed in Layout Modeon a Layout Grid

All elements of a fill-in form must be arranged below the form element in order to be included in the form.

Tables are the preferable tool for structuring fill-in forms.

Individual forms elements can be conveniently placed in table cells via drag & drop.

Every browser and every platform render forms elements differently, both in terms of outer appearance and size. There is no Web authoring tool that lets you design fill-in forms for the Web that look the same across platforms.

With Adobe GoLive, however, you will obtain predictable results if you use HTML tables rather than layout grids or a simple flow of HTML for structuring fill-in forms. Also, to account for the fact that some browsers render forms larger by as much as 50 percent, don't group your elements too tightly. If you use HTML tables, increase the height of the rows and width of the cells by a deliberate amount and test-view your forms frequently on all targeted browsers.

Basic Forms Tags

The following sections list the HTML 3.2 buttons and forms objects available on Adobe GoLive's *Palette.*

Besides the *Form* tag, which acts as a "container", there areThe HTML 3.2 standard specifies three basic categories of forms objects:

- buttons, including radio buttons and checkboxes
- fields, including text fields, scrolling text areas, and password fields
- popup menus, including scrolling dialog boxes

The section *HTML 4.0 Forms Tags and Features*, starting on page 469, describes additional elements that the advent of HTML 4.0 will introduce.

Submit Button

The *Submit Button* icon inserts a default button labeled *Submit* that sends the current data entered in the form to the CGI for processing.

To insert a *Submit Button*, proceed as follows:

1 Drag the *Submit Button* icon from the *Palette* and drop it in your layout grid or document window (or double-click the icon in the *Palette*).

Inserting a Submit Button
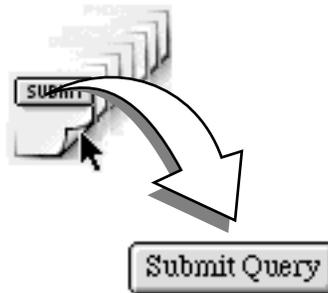
2 Set up the *Submit Button* in the context-sensitive *Inspector* window, now titled *Form Button Inspector.*

The Form Button Inspector

Click the appropriate button to select another function.

Type in a unique name for the button here.

Check the Label checkbox and type in a custom button label here.

```
┌─────────────────────────────────────────────┐
│ ▢ ░░░░░░░  Form Button Inspector  ░░░░░░░  ▤ │
│  ┌─ Properties ──────────────────────────┐   │
│  Button      ◉ Submit                        │
│              ○ Reset                         │
│              ○ Normal                        │
│                                              │
│  Name        ┌────────────────────────┐      │
│              │ Submit Button Form#1   │      │
│              └────────────────────────┘      │
│  ☑ Label     ┌────────────────────────┐      │
│              │ Send                   │      │
│              └────────────────────────┘      │
│  ┌─ Focus ───────────────────────────────┐   │
│                                              │
│  ☐ Tab ┌───┐        ┌───┐                    │
│        │ 0 │        │ ⊞ │  Access key ┌──┐   │
│        └───┘        └───┘             └──┘   │
│  ☐ Disabled                                  │
│                                              │
│                                          ▨   │
└─────────────────────────────────────────────┘
```

Set the following options in the *Properties* section of the *Form Button Inspector*:

- If you need a custom button, useUse the *Name* text box to give the button it a unique name.

  Do not use *Submit* or *Reset*! These names are reserved.

- Check the *Label* checkbox and type in the button label you want the audience to see—for example, *Send* instead of *Submit*. The label will be immediately updated on your screen.

- To define a custom button, click the *Normal* radio button.

The *Form Navigation Support* section, starting on page 470., explains the options in the *Focus* section of the *Inspector* window.

Reset Button

The *Reset Button* icon inserts a default button labeled *Reset* that clears the current data, resetting the form to its default values.

To insert a *Reset Button*, proceed as follows:

1 Drag the *Reset Button* icon from the *Palette* and drop it in your form layout grid or document window(or double-click the icon in the *Palette*).
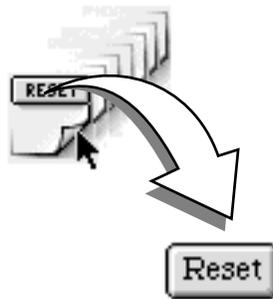
2 Set up the *Reset Button* in the context-sensitive *Inspector* window, now titled *Form Button Inspector*.

The Form Button Inspector

Click the appropriate button to select another function.

Check the Label checkbox and type in a custom button label here.

Set the following options in the *Properties* section of the *Form Button Inspector*:

- Check the *Label* checkbox and type in the button label you want the audience to see—for example, *Clear* instead of *Reset*. The label will be immediately updated on your screen.
- To define a custom button, click the *Normal* radio button.

The section *Form Navigation Support*, starting on page 470, discusses the options in the *Focus* section of the *Inspector* window.

Radio Button

The *Radio Button* icon inserts a radio button that lets the sitevisitors select only one item from a list. To enable the selection to work properly, the *Inspector* lets you create logical groups of complementary radio buttons.

To insert a *Radio Button*, proceed as follows:

1   Drag several *Radio Button* icons from the *Palette* and drop them on your layout grid or document window.

Inserting a Radio Button
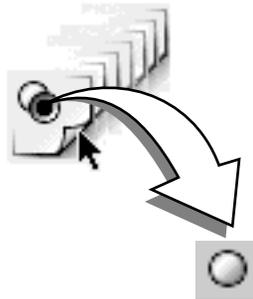
2   Set up the *Radio Button* in the context-sensitive *Inspector* window, now titled *Form Radio Button Inspector*.

The Form Radio Button Inspector

Type in a new logical group name or select one from the popup menu.

Type in an optional value for the radio button

Check this checkbox to use the button as the default selection.

Set the following options in the *Properties* section of the *Form Radio Button Inspector*:

1   In the *Group* text box, type in a new logical group name or select an existing group name from the popup menu.

2   In the *Value* text box, type in a value or an additional descriptive name for the radio button to identify it as an entity within the group. When the visitor clicks the *Submit* button in the form, this value will be passed to the CGI script to indicate the selection of this button.

3   Additionally, in the *Focus* section, check the *Selected* checkbox to let the radio button default to selected.

4   Place the appropriate text beside each button. Repeat steps 21 through 43 for each button in the group.

The *Form Navigation Support* section, beginning on page 470, explains the options in the *Focus* section of the *Inspector* window.

Check Box

The *Checkbox* icon inserts a checkbox that lets the user select multiple items from a list.

To insert a checkbox, proceed as follows:

1   Drag the *checkbox* icon from the *Palette* and drop it in your form layout grid or document window(or double-click the icon in the *Palette*).

Inserting a checkbox
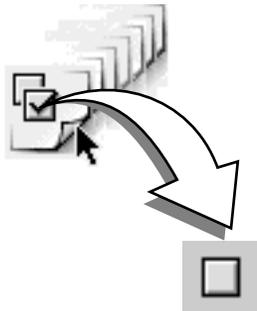
2   Set up the checkbox in the context-sensitive *Inspector* window, now titled *Form Check Box Inspector*.

The Form Check Box Inspector

Type in a unique name for the checkbox here. ————

Type in an optional value for the checkbox here. ————

Check this checkbox to use the button as a default selection. ————

Set the following options in the *Properties* section of the *Form Check-Box Inspector*:

- In the *Name* text box, type in a unique name to identify the checkbox as an entity.
- In the *Value* text box, type in a descriptive name for the check-box. When the visitor clicks the *Submit* button in the form, this value will be passed to the CGI script to indicate the selection of this option.
- Additionally, in the *Focus* section, check the *Is Selected* checkbox to make the checkbox default to selected.

The section *Form Navigation Support*, starting on page 470, covers the options in the *Focus* section of the *Inspector* window.

Text Field

The *Text Field* icon inserts a single-line text field that lets site visitors enter text—for example, their names or other personal data.

To insert a text field, proceed as follows:

1   Drag the *Text Field* icon from the *Palette* and drop it in your form layout grid or document window(or double-click the icon in the *Palette*).

Inserting a Text Field
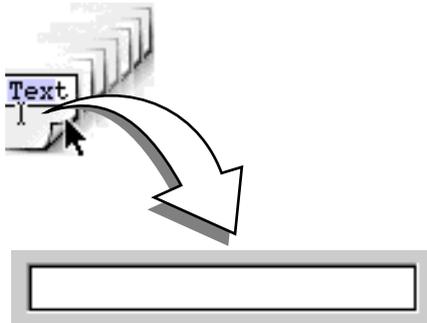
2   Set up the text field in the context-sensitive *Inspector* window, now titled *Form Text Field Inspector.*

The Form Text Field Inspector

Type in a unique name for the text field here.

Type in a default text entry here.

Type in a numerical value to determine the length of the field.

Type in a numerical value to determine the maximum length of the text entry.

Check this checkbox to use this field as a pass–word field.

Set the following options in the *Properties* section of the *Form Text Field Inspector*:

•   In the *Name* text box, type in a unique name to identify the text field as an entity.

•   In the *Content* text box, type in default text that the visitor can overwrite (optional).

•   In the *Visible* text box, type in the number of visible characters to determine the width of the text box.

•   In the *Max* text box, type in the maximum number of characters accepted by the text box before truncation occurs. If empty, this limit is determined by the Web browser used to view the form.

•   Check the *Is Password Field* checkbox to convert the text field into a password field (if applicable).

The section *Form Navigation Support*, starting on page 470, explains the options in the *Focus* section of the *Inspector* window.

Password Field

The *Password Field* icon inserts a single-line text field that lets the user enter a hidden password.

To insert a password field, proceed as follows:

1 Drag the *Password Field* icon from the *Palette* and drop it in your form layout grid or document window(or double-click the icon in the *Palette*).

Inserting a Password Field
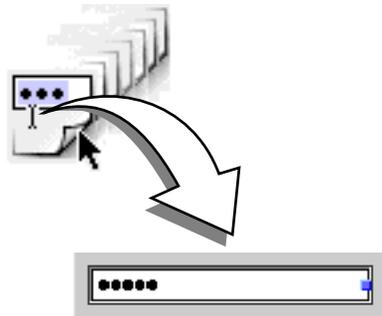
2 Set up the password field in the context-sensitive *Inspector* window, now titled *Form Password Inspector*.

The Form Password Inspector

Type in a unique name for the password field here.

Type in a default text entry here.

Type in a numerical value to determine the length of the field.

Type in a numerical value to determine the maximum length of the password.

Check this checkbox to use this field as a password field.

Set the following options in the *Properties* section of the *Form Password Inspector*:

- In the *Name* text box, type in a unique name to identify the password field as an entity.
- InLeave the *Content* text box empty. The server supplies this information. type in default text that can be overwritten by the user (optional)
- In the *Visible* text box, type in the number of visible characters to determine the width of the text box.
- In the *Max* text box, type in the maximum number of characters accepted by the text box before truncation occurs. If empty, this limit is determined by the Web browser used to view the form.
- Uncheck the *Is Password Field* checkbox to convert the password field into a text field (if applicable).

⚠️ **Password protection of Web pages is an interactive feature that requires processing of user entries through a CGI script on the Web server. What you implement in Adobe GoLive is the visual representation of the password protection mechanism.**

The *Form Navigation Support* section, starting on page 470, discusses the options in the *Focus* section of the *Inspector* window.

Text Area

The *Text Area* icon inserts a text field that lets the sitevisitors enter multiple lines of text—for example, feedback on your Web page.

To insert a text area, proceed as follows:

1 Drag the *Text Area* icon from the *Palette* and drop it in your form layout grid or document window(or double-click the icon in the *Palette*).

Inserting a Text Area
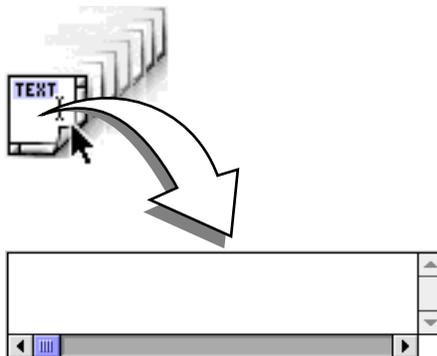
2   Set up the text area in the context-sensitive *Inspector* window, now titled *Form Text Area Inspector*.

The Form Text Area Inspector

Type in a unique name for the text area here.

Use these options to size the text area and control the behavior of the text.

Type in a default text here.

Set the following options in the *Properties* section of the *Form Text Area Inspector*:

- In the *Name* text box, type in a unique name to identify the text area as an entity.
- In the *Rows* text box, type in the maximum number of rows to determine the height of the text box.
- In the *Columns* text box, type in the number of visible characters to determine the width of the text area.
- Choose the appropriate option from the *Wrap* popup menu to control the behavior of the line breaks:
  - *Default* uses the default text area settings of the browser.
  - *Off* instructs the browser to ignore the *Columns* limit and prevents text entered into the text area from wrapping at the right margin of the box.
  - *Virtual* and *Physical* both instruct the browser to respect the *Columns* limit. The entered text wraps when it reaches the right margin of the box and starts scrolling vertically.
- In the *Data* text box with the scroll bar, type in default text that the user can overwrite (optional).

The section *Form Navigation Support,* starting on page 470, describes the options in the *Focus* section of the *Inspector* window.

Hidden

The *Hidden* icon inserts a hidden tag that does not display in the browser but whose values are submitted with the form. It can store information during intermissions in browser/server exchanges.

To insert a hidden tag, proceed as follows:

1 Drag the *Hidden* icon from the *Palette* and drop it in your form layout grid or document window(or double-click the icon in the *Palette*).

Inserting a Hidden Tag
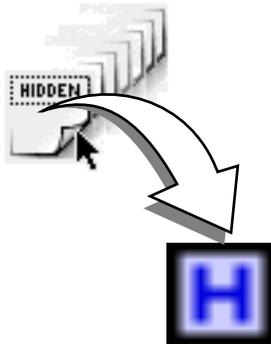
2 Set up the *Hidden tag* in the context-sensitive *Inspector* window, now titled *Form Hidden Inspector.*

The Form Hidden Inspector

Type in a unique name for the hidden tag here.

Type in a default value here.

Set the following options in the *Properties* section of the *Form Hidden Inspector*:

• In the *Name* text box, type in a unique name to identify the hidden tag as an entity.

• In the *Value* text box, type in a default value.

List Box

The *List Box* icon inserts a scrolling list box with multiple options to choose from.

To insert a list box, proceed as follows:

1 Drag the *List Box* icon from the *Palette* and drop it in your form layout grid or document window(or double-click the icon in the *Palette*).

Inserting a List Box
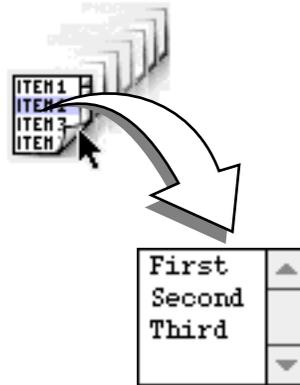
2 Set up the list box in the context-sensitive *Inspector* window, now titled *Form List Box Inspector*.

The Form List Box Inspector

Type in a unique name for the list box here.

Type in the number of rows here.

Check this box to enableallow multiple selec-

View the available list box options here.

Check this box to choose a default selection.

Use these options to add or delete items.
Use these buttons to edit the content of the list box.
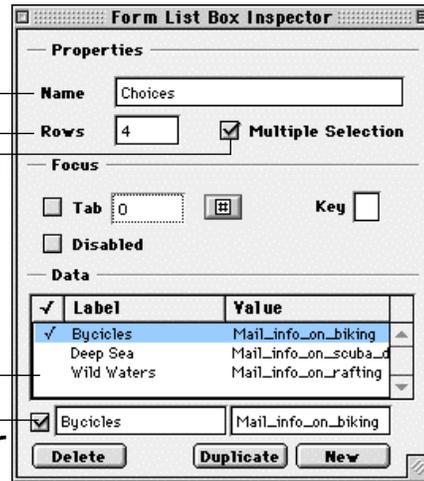
Set the following options in the *Properties* section of the *Form List Box Inspector*:

- In the *Name* text box, type in a unique name to identify the list box as an entity.
- In the *Rows* text box, type in the number of rows you want to be visible.
- To allow the user to select one or more options, check the *Multiple Selection* checkbox.
- Successively click the "First", "Second", and "Third" default items in the *Data* list box and edit their visual labels and the values they return to the CGI script, as desired.

  For example, you can set up the list box so that the CGI receives a *Mail_info_on biking* message string when the visitor selects the Bicycles item and submits the form.
- If desired, select an option from the list box, then check the box next to the *Label* and *Value* text boxes tomake have the browser display that option as be the default selection.

Additionally, you can add and delete options using the following buttons:

- Click the *Delete* button to delete the currently selected option.
- Click the *Duplicate* button to duplicate the currently selected option for editing.
- Click the *New* button to add a new option. Enter a label and value in the *Label* and *Value* text boxes, respectively.

The *Form Navigation Support* section, beginning on page 470, explains the options in the *Focus* section of the *Inspector* window.

Popup Menu

The *Popup Menu* icon inserts a popup menu with multiple options to choose from.

To insert a popup menu, proceed as follows:

1 Drag the *Popup Menu* icon from the *Palette* and drop it in your form layout grid or document window(or double-click the icon in the *Palette*).

Inserting a Popup Menu
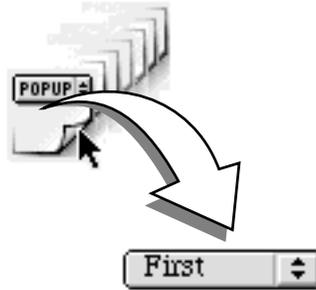
2   Set up the list box in the context-sensitive *Inspector* window, now
    titled *Form Popup Inspector*.

The Form Popup Inspector

Type in a unique name for the popup menu
here.

Type in the number of rows here.

Check this box to enable multiple selections.

View the available list box options here.

Check this box to choose a default selection.

Use these buttons to edit the options of the
popup menu.

Set the following options in the *Properties* section of the *Form Popup
Inspector*:

*   In the *Name* text box, type in a unique name to identify the
    popup menu as an entity.
*   In the *Rows* text box, type in the number of rows you want to be
    visible when the user drags the menu.
*   To allow the user to select one or more options, check the *Multi-
    ple Selection* checkbox. This changes the Popup Menu to a List
    Box form element.
*   Successively click the "First," "Second," and "Third" default items
    in the *Data* list box and edit their visual labels and the values
    they return to the CGI script, as desired.

For example, you can set up the popup menu so that the CGI receives a *Mail_info_on biking* message string when the visitor selects the *Bicycles* item and submits the form.

• If desired, select an option from the list box in the *Inspector* window and check the box next to the *Label* and *Value* text boxes to let that option default to selected.

Additionally, you can add and delete options using the following buttons:

• Click the *Delete* button to delete the currently selected option.
• Click the *Duplicate* button to duplicate the currently selected option for editing.
• Click the *New* button to add a new option. Enter a label and value in the *Label* and *Value* text boxes.

The section *Form Navigation Support*, starting on page 470, covers the options in the *Focus* section of the *Inspector* window.

Input Image

The *Input Image* icon inserts an image placeholder that can be linkedto with a clickable image—for example, a graphical Submit button. Inserting graphics help site visitors to navigate through your pages—for example, by means of buttons or clickable image maps.This feature provides an alternative method for submitting a form. When the visitor clicks the *Input Image*, its x and y coordinates are passed to the CGI script to identify where the visitor's action occurred. This information can trigger some forms processing action—for example, to verify text entered in a user ID and password text field combination.

To insert an image placeholder, proceed as follows:

1 Drag the *Input Image* icon from the *Palette* and drop it in your form layout grid or document window(or double-click the icon in the *Palette*).

Inserting an Image Placeholder
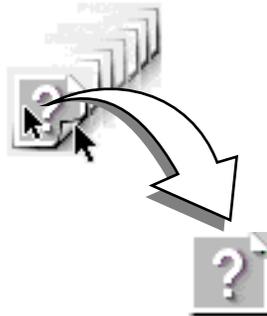
2 Link the image placeholder with a graphic using *Point & Shoot* (see page 158), drag & drop (see page 159), or the *Browse* button (see page 151) of the *Image Inspector*.

The Special Tab of the Form Image Inspector
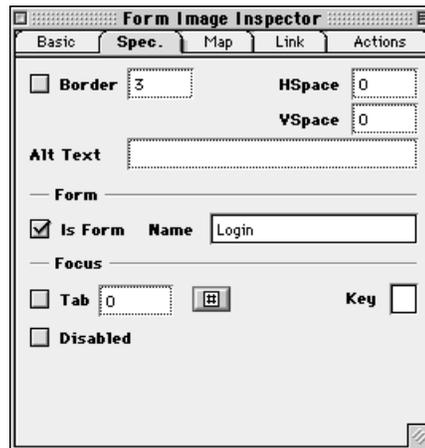
3 Set up the *Input Image* in the context-sensitive *Inspector* window, now titled*Special* tab of the *Image Inspector*. Go to the *Form* section of the *Special* tab. Two items are important for inputting images:

- The *Is Form* checkbox is selected by default when you insert an *Input Image* item. (Do not deselect this checkbox if you plan to use the image as a clickable button.)

- Enter a name in the *Name* text box to identify the input im-age as a unique item. This is especially important if you are using several graphical submit buttons within the same form. The text you enter in the *Name* text box is appended to the x and y coordinates sent to the CGI script to indicate that the visitor has clicked a specific input image on the page and trig-ger a button-specific action.

An example of a simple login button appears below.

A Simple Login Button

This login button is a GIF input image. It submits the text entered in the *Your User ID* and *Your Pass-word* text and password fields.

The section *Form Navigation Support*, starting on page 470, explains the options in the *Focus* section of the *Special* tab of the *Inspector* window.

Key Generator

The *Key Generator* icon inserts a key generator tag that lets the site-visitors address an encryption algorithm for safeguarding transac-tions with your Web site. For more information on cryptographic issues associated with forms, please contact your ISP's Web master.

To insert a key generator, proceed as follows:

1 Drag the *Key Generator* icon from the *Palette* and drop it in your form layout grid or document window(or double-click the icon in the *Palette*).

Inserting a Key Generator
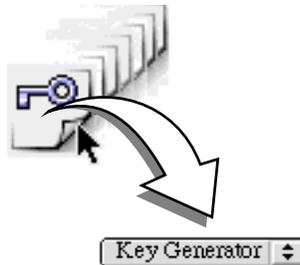
2   Set up the key generator in the context-sensitive *Inspector* window, now titled *Form Keygen Inspector*.

The Form Keygen Inspector

Type in a unique name for the Key Generator here.
Type in the security level here.

Set the following options in the *Properties* section of the *Form Keygen Inspector*:

- In the *Name* text box, type in a unique name to identify the Key Generator as an entity.
- In the *Challenge* text box, type in the security level.

The *Form Navigation Support* section, starting on page 470, covers the options in the *Focus* section of the *Inspector* window.

File Browser

The *File Browser* icon inserts a file selection dialog that lets the site-visitors locate, select, and/or open individual files on your Web site.

To insert a *File Browser*, proceed as follows:

1   Drag the *File Browser* icon from the *Palette* and drop it in your form layout grid or document window(or double-click the icon in the *Palette*).

Inserting a File Browser
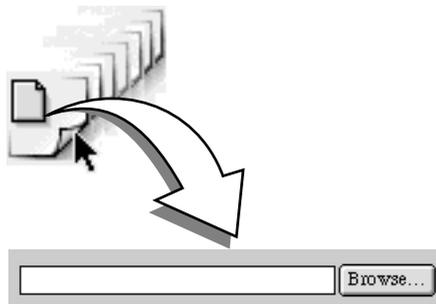
2   Set up the file browser in the context-sensitive *Inspector* window, now titled *Form File Inspector.*

The Form File Inspector

Type in the name of the file browser here.

Type in a numerical value to size the file browser window.
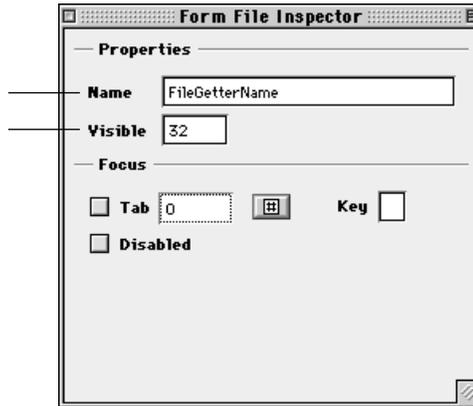
Set the following options in the *Properties* section of the *Form File Inspector*:

- In the *Name* text box, type in the name and directory path of the file browser CGI program residing on the Web server.
- In the *Visible* text box, type in a numerical value to determine the width of the file browser window on your Web page.

The section *Form Navigation Support*, starting on page 470, explains the options in the *Focus* section of the *Inspector* window.

HTML 4.0 Forms Tags and Features

The upcoming HTML 4.0 standard introduces several improvements primarily in regard to user interface, allowing Web authors to focus on individual forms elements, display temporarily disabled items, and set items to read-only status.

Other enhancements include new tags:

- a universal button with an editable label area that accepts text and HTML tags
- labels for checkboxes, radio buttons, and other forms elements that do not visually indicate what they do
- field sets with legends that allow for visually grouping forms elements of the same type

Form Navigation Support

With HTML 4.0, Web authors can choose to make their forms navigable via keyboard shortcuts. In Adobe GoLive, these attributes are implemented as checkbox options that appear in the *Focus* section of the different *Inspector* windows.

In an HTML form, each element must receive focus from the user to become active and perform its task. In earlier versions of HTML, this was usually accomplished by clicking the desired element with the mouse. HTML 4.0 introduces two alternative ways of navigating a form via the keyboard:

- Visitors can navigate via a tabbing chain, then type in text or press the *Enter* key to trigger some form-specific action.
- Visitors can select individual elements by pressing a platform-specific key combination, then type in text or press the *Enter* key to trigger some form-specific action.

Please note that, at the time of writing, only the Windows version of Microsoft Internet Explorer 4.0 supports form navigation control keys.

The following section explains how Adobe GoLive lets you implement either tabbing chains or access keys with ease.

Defining and Editing Tabbing Chains

Adobe GoLive lets you define a tabbing chain for any given set of forms elements on the same page. The tabbing chain specifies the order in which form elements are selected when the visitor presses the tab key repeatedly.

A tabbing chain is defined by assigning a *tabindex* value to each element. Navigation proceeds from the element with the lowest index to the element with the highest index. Tab index values do not need to be contiguous or start at any particular value. You can even assign the same tab index to two elements. In this case, the sequence in the HTML stream determines the tabbing order.

The following elements support tab indexing:

- labels
- text and password fields
- text areas
- *Submit* and *Reset* buttons
- checkboxes and radio buttons
- popup menus and list boxes

To assign a tab index value to the elements in your form, proceed as follows:

1   In *Layout* view, choose the *Start Tabulator Indexing* command from the *Special* menu or select the first element and click the *Start/Stop* indexing button ▣ (the button with the pound sign on top) in the *Inspector*.

2   Small yellow indexing boxes (see example below) appear on top of or inside of indexable elements throughout your form, and a pound sign appears with the cursor #↗.

Tab Indexing Checkboxes

Yellow boxes indicate indexable elements.
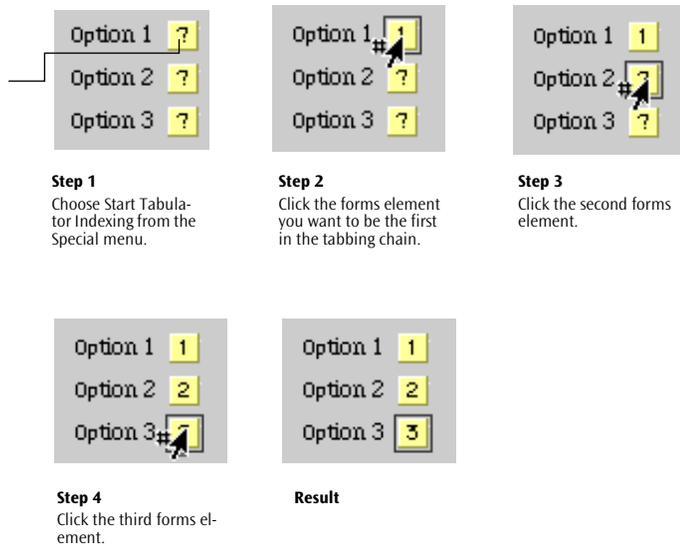
Step 1
Choose Start Tabulator Indexing from the Special menu.

Step 2
Click the forms element you want to be the first in the tabbing chain.

Step 3
Click the second forms element.

Step 4
Click the third forms element.

Result

3   Click each element successively to specify the tabbing order. As you work your way through the form, a number appears in each yellow box and in the *Tab* text box of the respective *Inspector*. This is the tab index.

4   When you finish specifying the tabbing chain, choose the *Stop Tabulator Indexing* command from the *Special* menu or click the *Start/Stop* indexing button ▣ (now recessed) in the *Inspector*.

5   Test the result in a browser that supports tabbing navigation— for example, Microsoft Internet Explorer 4.0 on a Windows platform.

Alternatively, you can select the forms elements one by one and enter a number in the *Tab* text box of the *Inspector* (see screenshot below for the location of the *Tab* text box).

Common Controls in the Focus Section of the Inspector

The Start/Stop indexing button toggles tab indexing on and off.

Click the Tab checkbox and enter a number to specify the tab index.

Click the Read only checkbox to make the current element non-editable.

Click the Disabled checkbox to temporarily disable the current element.

The Key text box lets you define an access key for the current forms element.

To change an existing tabbing chain, proceed as follows:

1 Select the element with which you want to start renumbering.

2 Choose the *Start Tabulator Indexing* command from the *Special* menu or click the *Start/Stop* indexing button ⊞ in the *Inspector*.

3 Click each element successively to change the tabbing order.

4 After you change the tabbing chain, choose the *Stop Tabulator Indexing* command from the *Special* menu or click the Start/Stop indexing button ⊞ (now recessed) in the *Inspector*.

5 Test the result in a browser that supports tabbing navigation—for example, Microsoft Internet Explorer 4.0 on a Windows platform.

Defining an Access Key

Adobe GoLive lets you define a unique access key for any forms element on a page. An access key lets the visitor focus on an element by pressing a modifier key and a dedicated alphanumeric key—for example, "Alt-S"—to activate the *Submit* button in a Microsoft Windows-based browser.

The following elements support access keys:

• legends
• labels
• text and password fields
• text areas
• *Submit* and *Reset* buttons
• checkboxes and radio buttons

To define an access key, proceed as follows:

1   Select the element you want to assign a key combination to.

2   Place the cursor in the *Key* text box of the *Inspector* (see *Common Controls in the Focus Section of the Inspector* on page 472), type any alphanumeric character, then press the Return key to confirm your entry.

3   Visually indicate the presence of an access key—for example, by adding a label or text that hints at the key combination.

4   Repeat steps 1 and 2 for the next forms element, making sure you do not assign the same access key to two forms elements.

5   Test the result in a browser that supports navigation via access keys—for example, Microsoft Internet Explorer 4.0 on a Windows platform.

Read-Only Forms Elements

HTML 4.0 lets Web authors set individual HTML forms elements to read-only status—for example, to include some text that must accompany the form.

The following elements support the read-only status:

*   *Submit* and *Reset* buttons
*   text and password fields
*   text areas
*   checkboxes and radio buttons
*   popup menus and list boxes

To set an element to read-only status, proceed as follows:

1   Pick the element you want to set to read-only.

2   Select the *Read only* checkbox in the *Inspector* window.

Disabled Form's Elements

If you want input from users in a given situation, HTML 4.0 lets you build HTML forms with "grayed-out" elements that can be conditionally enabled by a script.

On the HTML side, this occurs by adding a "disabled" attribute to each form's element that should not be initially available when the visitor loads the form. On the scripting side, this function can be implemented by monitoring another form's element for a particular event and enabling the grayed-out item if this condition is fulfilled.

For example, this feature allows you to disable a form's *Submit* button until the visitor enters some required data.

For a complete list of elements that support the disabled status, please refer to page 473 in the preceding section.

To disable an element, proceed as follows:

1 Choose the element you want to disable.

2 Select the *Disabled* checkbox in the *Inspector* window.

3 Write the script to implement the logic that dynamically enables the item.

Button

In forms designed for HTML 4.0 compatible browsers, the *Button* icon inserts a universal clickable button with a user-editable label area inside. It works exactly like a standard *Reset*, *Submit*, or *Normal* button, but its label area accepts HTML to let you customize its appearance. You can insert formatted or unformatted text, an image, or other content to make the user interface of your form more intuitive.

To insert a *Button*, proceed as follows:

1 Drag the *Button* icon from the *Palette* and drop it in your form layout grid or document window(or double-click the icon in the *Palette*).

Inserting a Button

2 Double-click the *Button* text in the newly inserted button item, enter a description of your choice (for example, *Send*), or insert an image placeholder and link it with a button image.

3 Set up the *Button* in the context-sensitive *Inspector* window, now titled *Form Button Inspector*.

The Form Button Inspector

Click the appropriate button to select another function.

Use this text box to specify an action or a value to be passed to the CGI script.

Set the following options in the *Properties* section of the *Form Button Inspector*:

- Use the *Name* text box to give a unique name to the button.
- Use the *Value* text box to specify an action or a value to be passed to the CGI script.

The *Form Navigation Support* section, starting on page 470, explains the options in the *Focus* section of the *Inspector* window.

Label

In forms designed for HTML 4.0 compatible browsers, the *Label* icon inserts a visual label that can identify the purpose of a checkbox, radio button, text field, or menu to the visitor. The *Label* tag has one major advantage over the HTML text labels used so far: It behaves exactly like the labels you know from your Macintosh programs (including Adobe GoLive). Clicking the label enables or disables the associated object—for example, a checkbox.

To insert a *label,* proceed as follows:

1 Drag the *Label* icon from the *Palette* and drop it at an appropriate location—for example, to the left of a checkbox in your form layout grid or document window(or double-click the icon in the *Palette*).

Inserting a Label
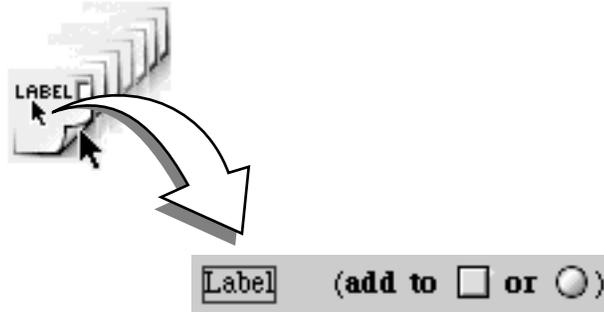
2 Double-click the content area of the label to select its name for overwriting, then start typing the name of your choice.

3 Double-click the name in the content area once more and assign a style such as boldface, if desired.

4 Use *Point & Shoot* to link the label with the checkbox:

- Command-click the border of the label. The "hand" cursor should appear.

Alternatively, click the *Point & Shoot* icon in the *Form Label Inspector.*

- Drag to the forms element you want to label.

Point & Shoot Linking a Label with a Checkbox

Command-clicking the label lets it associate with a forms element using Point & Shoot.

5 Inspect the label in the context-sensitive *Inspector* window, now titled *Form Label Inspector*.

Note the ID that has appeared in the *Reference* text box. This ID controls the association between the checkbox and its label.

6 For each label you add and link to a forms element, click *Show* to check the association. This button is particularly useful if your page contains multiple pairs of label-form elements.

The Form Label Inspector

The ID of the associated form element appears

This Point & Shoot button lets you link the label from within the Inspector.

Click Show to check the association.
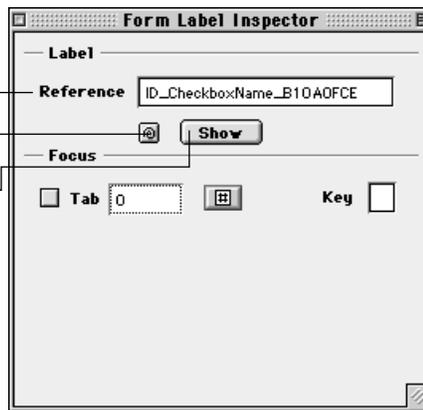
The *Form Navigation Support* section, beginning on page 470, covers the options in the *Focus* section of the *Inspector* window.

Field Set & Legend

In forms designed for HTML 4.0 compatible browsers, the *Field Set & Legend* icon inserts a bounding box that allows for visually grouping forms elements. You can use the legend to tell visitors the purpose of the options grouped in the field set.

To insert a *Field Set & Legend*, proceed as follows:

1 Drag the *Field Set & Legend* icon from the *Palette* and drop it at a convenient location (or double-click the icon in the *Palette*).

Inserting a Field Set with a Legend
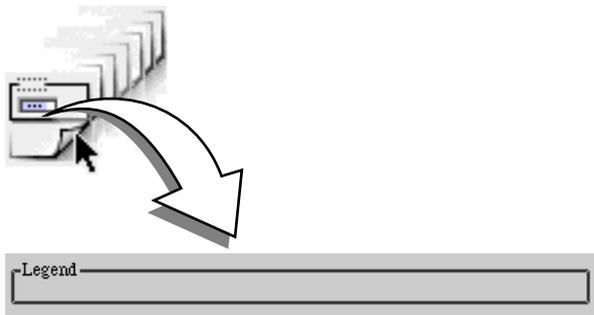
2   Set up the field set in the context-sensitive *Inspector*, now titled *Form Fieldset Inspector:*

- Deselect the *Use Legend* checkbox if you do not want a textual description to appear within the bounding box of the field set.

The Form Fieldset Inspector window

Click this checkbox to enable or disable the leg-

Use this menu to align the legend with respect to the field set.
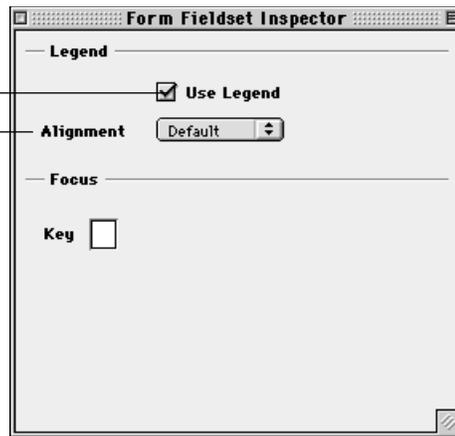
- Choose an alignment option from the *Alignment* popup menu to position the legend:
  - *Default* positions the legend according to the browser's preferences. (If the browser does not specify any legend alignment preferences, which is the case with all current browser versions, the legend will be left-aligned.)
  - *Top* positions the legend at the top of the field set.
  - *Bottom* puts the legend at the bottom of the field set.
  - *Left* positions the legend in the upper left corner of the field set.
  - *Center* positions the legend in the upper middle of the field set.
  - *Right* places the legend in the upper right corner of the field set.

The *Form Navigation Support* section, starting on page 470, explains the *Key* option in the *Focus* section of the *Inspector* window.

3 Double-click the legend of the field set to select its name for over-writing, then start typing the name of your choice.

4 Drag an HTML table into the field set, then add several checkboxes, radio buttons, or other forms elements to the table cells.

An example of a field set with a legend appears below.

Using a Field Set for Grouping Checkboxes

The legend may be positioned using the Alignment popup menu in the Inspector.

The bounding box visually groups items in a field set.

Chapter 10 Working with Head Tags

This chapter introduces Adobe GoLive's comprehensive set of head tags, outlining their use in simple step-by-step instructions.

General

The *Head* tab of the *Palette* contains a complete inventory of tags for use in the head section of your Web page.

In addition to the title tag, which you can edit directly by clicking at the title field above the document window, the head section of a Web page contains invisible tags that provide document-related information to the Web browser. These tags can be used, for example, to embed page-specific meta information or preset non-default intervals for updating the page display.

The Head Tab of the Palette
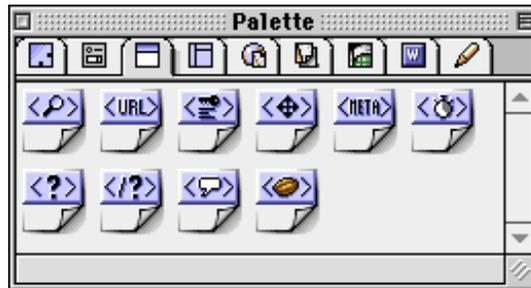
Opening the Head Tab

To open the *Head* tab in the *Palette*, click its tab.

Inserting Head Tags

Because head tags are used exclusively in the head section of the page, Adobe GoLive lets you insert them only in the expandable head section of the document window.

To insert head tags, proceed as follows:

1 Click at the small triangle control at the upper left corner of the main document window to open the head section.

2 Drag the desired head tag from the *Palette* and drop it in the head section.

The following screenshots illustrate the process of inserting head tags.

Opening the Head Section

Click on the small triangle control …

… to open the head section.
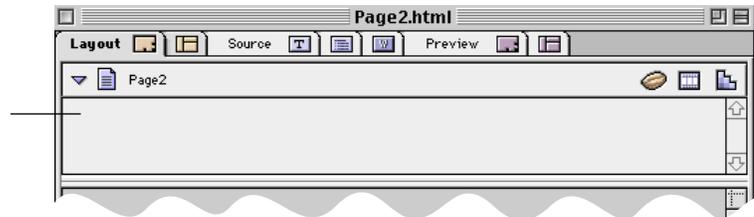
Inserting a Head Tag

Drag a head tag from the Palette and drop it in the head section.
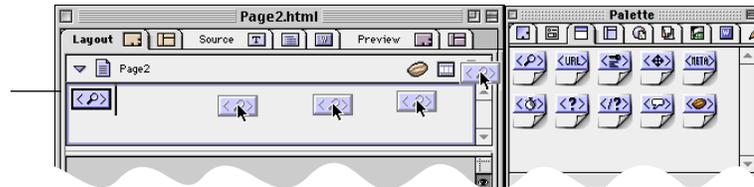
As an alternative, you can also drag a head tag at the small triangle control and wait for the head section to open. You can then drag the tag onto the head section and drop the icon there.

The following sections describe the individual head tags and their functions.

IsIndex

The *IsIndex* icon inserts a tag that instructs the Web browser to add a search text box for a keyword search when displaying the page.

The *IsIndex* tag is obsolete. We recommend not using it anymore.

To insert an *IsIndex* tag, proceed as follows:

1   Drag the *IsIndex* icon from the *Palette* and drop it in the head section of your document.
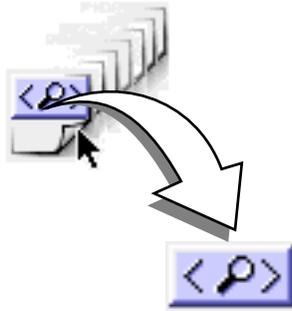
2   Set up the tag in the context-sensitive *Inspector* window, now titled *IsIndex Inspector.*

The IsIndex Inspector

Type in a prompt string for the Web browser here.
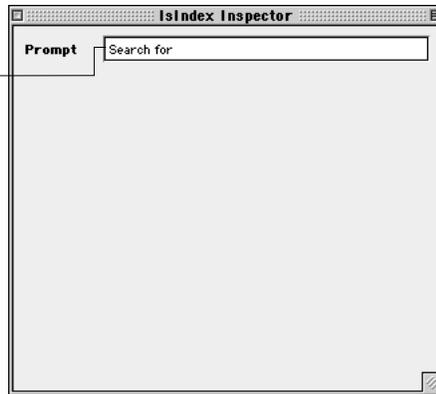
The *IsIndex Inspector* lets you set only one option:

In the *Prompt* text box, type in the string you want the Web browser to display with the search text box (see below).

Netscape Navigator Search Prompt

Base

The *Base* icon inserts a tag that points to another document. Using this pointer tag makes links more reliable by giving the Web browser additional information about the location of a referenced page.

The *Base* tag is an obsolete tag from the days of "hand-coded" HTML. We recommend not using it anymore.

To insert a *Base* tag, proceed as follows:

1   Drag the *Base* icon from the *Palette* and drop it in the head section of your document.
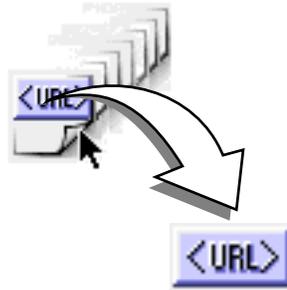
2   Set up the tag in the context-sensitive *Inspector* window, now titled *Base Inspector*.

The Base Inspector

Type in the URL for the referenced document here, click Browse to select a URL, or click the Point & Shoot button to link to one.

Use this option to specify the target frame in a frame set.

This checkbox converts the path to the referenced page to an absolute path. This option is discussed in the section *Setting Up Adobe GoLive to Use Absolute Paths* on page 719 in Chapter 17, *Managing Web Sites with Adobe GoLive*.

The *Base Inspector* lets you set several options:

•   In the *Base* text box, type in the URL for the referenced document, click *Browse* to select a URL, or click the *Point & Shoot* button to link to a resource in the *Site Window*.

    Write Base always absolute lets Adobe GoLive use absolute paths to the referenced document.

•   *Target* lets you select the destination frame in a frame set.

Keywords

The *Keywords* icon inserts a container tag for keywords that Web search engines can access.

To insert a *Keywords* tag, proceed as follows:

1 Drag the *Keywords* icon from the *Palette* and drop it in the head section of your document.

Inserting a Keywords Tag

2 Set up the tag in the context-sensitive *Inspector* window, now titled *Keywords Inspector.*

The Keywords Inspector

This scrolling list box shows the current keywords.

Type in a keyword for search engines here.

Click Add to add the new keyword.
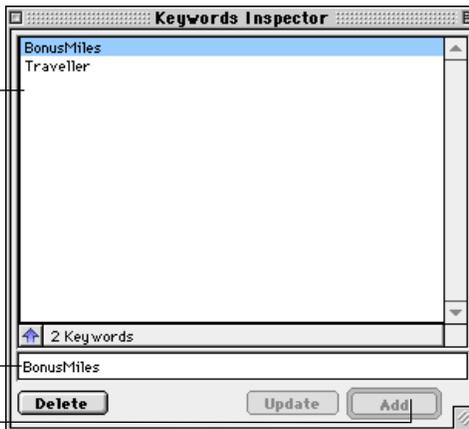
Add, delete, or update keywords in the *Keywords Inspector*:

In the text box below the scrolling window, type in a keyword you want to post for search engines and click *Add* to add the keyword to your page header.

3 Select an existing keyword and click *Delete* to delete.

4 Edit an existing keyword and click *Update* to save the changes.

Alternatively, you can select a word in your document and choose the *Add to Keywords* command from the *Special* menu or press Com-

mand-K to insert a keyword tag with a single keyword or add keywords to an existing tag.

Link

The *Link* icon inserts a comment tag that defines the relationship between the current document and other documents or the author, allowing Web authors to keep track of inter-file links in large Web sites.

⚠️ You won't need the *Link* tag if you manage your pages in Adobe GoLive's *Site Window*, which offers this functionality and much more.

To insert a *Link* tag, proceed as follows:

1 Drag the *Link* icon from the *Palette* and drop it in the head section of your document.

Inserting a Link Tag
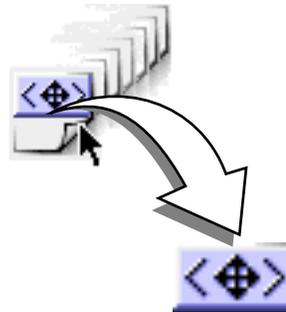
2 Set up the tag in the context-sensitive *Inspector* window, now titled *Link Inspector*.

The Link Inspector

Type in the destination or source URL here, click Browse to select a URL, or click the Point & Shoot button to link to one.

Type in the title of the referenced or referencing document here.

Type in the name of the link or anchor here.

Type in the Uniform Resource Number here.

Type in a list of supported functions here.

Defines the relationship between the current page and the source or destination URL.

Defines the relationship between the source or destination URL and the current page.

This checkbox converts the path to the referencing page to an absolute path. This option is discussed in the section *Setting Up Adobe GoLive to Use Absolute Paths* on page 719 in Chapter 17, *Managing Web Sites with Adobe GoLive*.

Set the following *Link* attributes in the *Link Inspector*:

- In the *URL* text box, type in the destination or source URL to identify the referenced or referencing document or other resource.

Alternatively, click the *Browse* button to select a URL in the subsequent file selection dialog, or click the *Point & Shoot* button to drag a link to a resource in the *Site Window* or to the small document icon next to the title of the respective document.

- In the *Name* text box, type in the title of the referenced or referencing document.
- In the *URN* text box, type in a Uniform Resource Number for your document, if applicable.

  (URNs were originally intended as a better method of referring to links but currently are not used or supported.)

- In the *Methods* text box, type in a list of HTTP methods supported by the object, if applicable.

  (Like the *URN* attribute, the *Methods* attribute is seldom used or supported.)

- In the *REL* text box, type in a description of the relationship between the current page and the source or destination URL. For example, if the homepage references the current page, type in "follows".
- In the *REV* text box, type in a description of the (reverse or opposite) relationship between the source or destination URL and the current page.

Meta

The *Meta* icon inserts a tag that lets you include specialized information in your document, such as the physical location of your page. Netscape users, for example, can view this information when choosing the *Document Info* command from the *File* menu.

Adobe GoLive automatically includes the following meta information in the head section:

- the file format—for example, *text/HTML*
- the character set used—for example, *iso-8859-1*
- the file creator, which is Adobe GoLive

To insert a *Meta* tag, proceed as follows:

1 Drag the *Meta* icon from the *Palette* and drop it in the head section of your document.

Inserting a Meta Tag
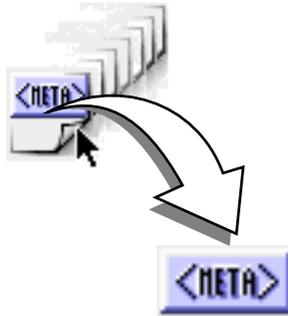
2 Set up the tag in the context-sensitive *Inspector* window, now titled *Meta Inspector.*

The Meta Inspector

Choose HTTP-Equivalent to bind the meta-element to an HTTP response header.

Type in a name for the item of meta information you wish to add or use the popup menu to choose a suggestion from the HTML tag database.

Type in the content of the meta information here.

Add, delete, or update meta information in the *Meta Inspector*:

- Choose *HTTP-Equivalent* to instruct the HTTP server to transmit the HTTP header field specified in the single-line text box with the content of the *Content* text box.

- Choose *Name* to define a non-HTTP meta tag for your head section and send other meta data—for example, "Author" or "Copyright".

- After you select *HTTP-Equivalent,* type in the name of the HTTP header field that you want to send along with the page.

- After you choose *Name,* type in the special information that you want to send along with your page.

- Type the meta information in the large text box below the popup menu and press the Return key to confirm your entry.

• Add and define other meta tags accordingly if you want to include additional document-related information.

Refresh

The *Refresh* icon inserts a tag that instructs the Web browser to update the display at non-default intervals, overriding the browser's preferences. This tag is particularly useful if your page contains live material or if you want to present a slide show to your audience.

To insert a *Refresh* tag, proceed as follows:

1 Drag the *Refresh* icon from the *Palette* and drop it in the head section of your document.

Inserting a Refresh Tag
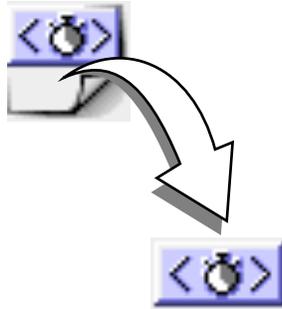
2 Set up the tag in the context-sensitive *Inspector* window, now titled *Refresh Inspector*.

The Refresh Inspector

Type in a numerical value for the refresh interval here.

Click this radio button to have the browser refresh the current document.

Click this radio button to have the browser replace the initial page with a new one.

Type in the destination URL here, click Browse to select a URL, or click the Point & Shoot button to link to the next page.

This checkbox converts the path to the referenced page to an absolute path. This option is discussed in the section *Setting Up Adobe GoLive to Use Absolute Paths* on page 719 in Chapter 17, *Managing Web Sites with Adobe GoLive*.
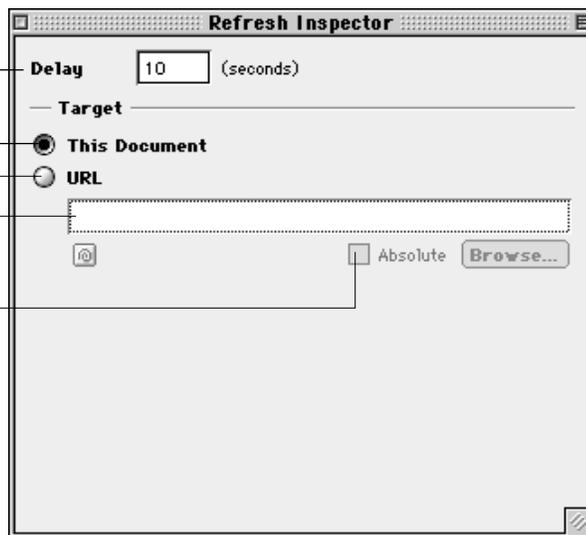
Set the following options in the *Refresh Inspector*:

- In the *Delay* section, type in a value in the *seconds* text box to determine the refresh interval.
- In the *Target* section, click the *This Document* radio button to have the browser refresh the current document.

Alternatively, to present a slide-show to your audience, click the *URL* radio button to have the browser replace the initial page with a new one specified in the URL box. You can repeat the *Refresh* tag in the head of the new page to jump to a third page or return to the first page.

Unknown Tag

Adobe GoLive lets you insert unknown start and end tags to ensure compatibility with future revisions of the HTML standard and up-coming Web browsers

To insert an unknown head tag, proceed as follows:

1 Drag the *Start Tag* icon from the *Palette* and drop it in the head section of your document.

Inserting an Unknown Head Tag
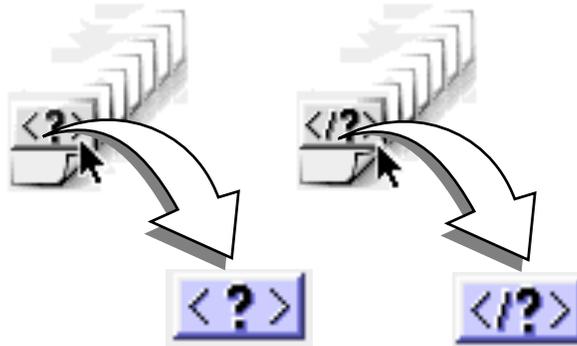
2 Name the new tag and specify its attributes in the *Tag Inspector*.

The Tag Inspector

Type in the tag name here.

View the tag attributes and values in the at-
tributes list field.

Type in the attribute name and value here.

Click this button to delete an attribute.

Click this button to add a new attribute.
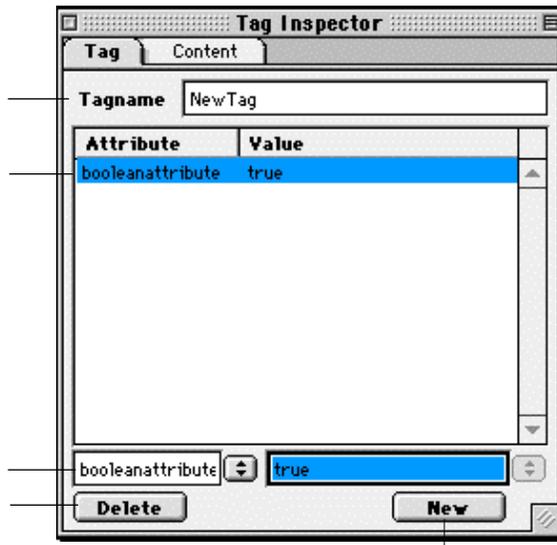
3   Type in text or insert other content.

4   Add and name the *End Tag* accordingly using the *Endtag Inspec-
    tor* (only if the new feature requires a closing tag).

Name tags and add, delete, or update attributes in the *Tag Inspector*:

•   In the head section, click to select the unknown start tag.

•   In the *Tag Inspector*, enter the name of the new tag in the *Tag
    Name* text box and press the Return key to confirm your entry.

•   If you know what the tag will look like when the browser dis-
    plays it, click the *Invisible* or *Use width/height* radio button. If
    not, leave the *Unknown* button activated.

•   Click the *New* button to add a *new* attribute. (This activates the
    text boxes below the list field.)

•   Enter an attribute name in the left text box and press the Return
    key to confirm your entry. The attribute name will appear in the
    Attribute column of the list field.

•   Enter an attribute value in the right text box and press the
    Return key to confirm your entry. The attribute value will appear
    in the *Value* column of the list field.

To rename an existing tag or edit a tag attribute, click the *Tagname*
text box or the desired attribute in the list field.

When you rename a tag, don't forget to click the closing tag and
rename it accordingly in the *Endtag Inspector*.

To remove the currently selected attribute, click the *Delete* button.

Comment

The *Comment* icon inserts a tag that lets you add hidden comments to your head section, so you can include publishing information for future reference. A Web page editor, such as Adobe GoLive, is necessary to view comments.

To insert a comment, proceed as follows:

1 Drag the *Comment* icon from the *Palette* and drop it in the head section of your document.

Inserting a Comment
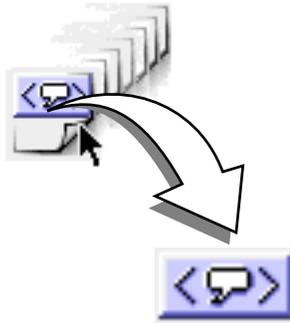
2 Type in descriptive text for future reference in the context-sensitive *Inspector* window, now titled *Comment Inspector*.

The Comment Inspector

Type in your comment here.

This is a new tag inserted to ensure compatibility with upcoming Web browser versions.
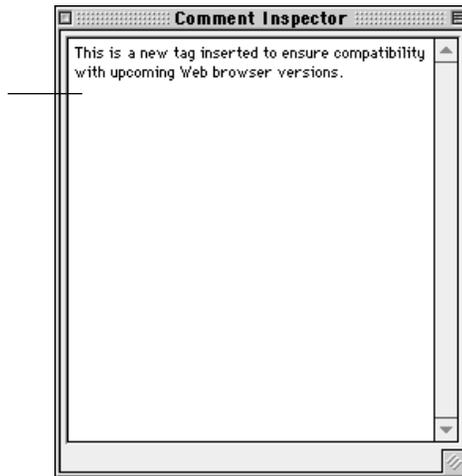
Script

The *Script* icon inserts a tag that lets you add a JavaScript to your document head, allowing a script to be executed while the visible body section of the document is still being loaded.

To insert a script, proceed as follows:
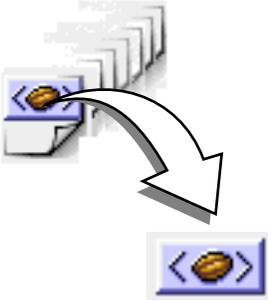
1 Drag the *Script* icon from the *Palette* and drop it in the head section of your document.

Inserting a Script

2 Type a name in the *Name* text box of the *Inspector* window, now titled *Head Script Inspector*.

3 Select a JavaScript dialect from the *Language* popup menu.

The Head Script Inspector

Use this text box to name the JavaScript.

Select a JavaScript "dialect" from this popup

Click here to type in the resource locator of an existing script, click Browse to select a script, or click the Point & Shoot button to link to a script in the Site Window.

Click Edit to open the Script Editor and start scripting.
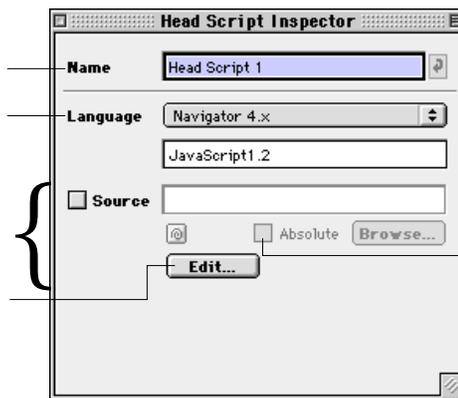
This checkbox converts the path to the referenced script file to an absolute path. This option is discussed in the section *Setting Up Adobe GoLive to Use Absolute Paths* on page 719 in Chapter 17, *Managing Web Sites with Adobe GoLive*.

4 Click the *Edit…* button in the *Head Script Inspector* or double-click the *Script* icon in the head section to open the script editor.

Alternatively, click the *Point & Shoot* button to link to a script in the *Site Window.*, or place the cursor in the *Source* text box and type in the resource locator of an existing script, click *Browse* to select a script in the subsequent dialog box, or

For more details on JavaScript and the *Script Editor*, please refer to *The JavaScript Editor* on page 188.

Chapter 11   The Color Palette

This chapter introduces Adobe GoLive's *Color Palette*—
the tool you use to add color to your Web pages.

General

The *Color Palette* lets you quickly add color to text and objects. It
does not limit your creativity by restricting you to a basic spectrum
of colors.

The Color Palette

Click the preview pane and drag color to an object or text.

Click any tab to view more color spaces.

Click here to select a color.
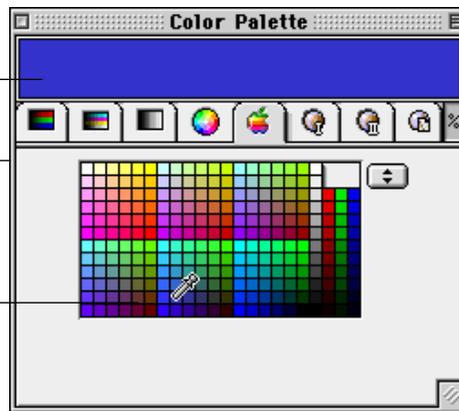
Opening the Color Palette

There are two ways to open the *Color Palette*:

- Go to the *Window* menu and choose *Color Palette*.
- Most *Inspector* windows in Adobe GoLive have a checkbox and
  color field combination. When the *Color Palette* is not visible,
  clicking the color field automatically pops up Adobe GoLive's
  color editing tool and selects the checkbox.

Collapsing the Color Palette

When you don't need the *Color Palette*, you can temporarily collapse
it by dragging it to the right edge of the screen. The icon at the left
appears, indicating that the *Color Palette* has been collapsed. To re-
open the *Color Palette*, simply click this icon.

Coloring Text and Objects

The *Color Palette* supports drag & drop coloring.

To color a text or an object, proceed as follows:

1 Select a color from the tab of your choice. The selected color will appear in the preview pane.

2 Drag the color from the preview pane of the *Color Palette* and drop it onto the selected text or object.

The following screenshot illustrates the process of drag & drop coloring.

Drag & Drop Coloring

Click the preview pane, drag the color, and drop it on the selected text or object.
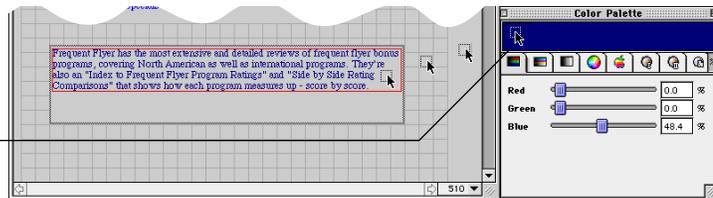
Alternatively, you can also drag a color directly from the scrolling list in the *Real Web Colors* or *Web Named Colors* tabs (see pages 504 and 505).

Extracting Text and Object Color

The *Color Palette* also lets you reverse color text and objects—extracting colors from a region below the mouse pointer. This feature is useful when you want to match the colors of two objects.

To extract a color from a region on screen, proceed as follows:

1 Click the *Apple Colors tab* or the Web safe (I) tab (see page 503).

2 Click any swatch in the checkerboard colors field in of the *Apple Colors* or *Real Web Colors* tab and hold the mouse button down.

The cursor turns into a pipette while on top of the colors field.

3 While continuing to hold down the mouse button, drag outside of the *Color Palette* window to the object whose color you want to match—for example, to colored text in a layout text box.

Make sure the preview pane at the top of the *Color Palette* shows the color you want.

4 Release the mouse button. The color of the area below the pointer becomes the current color and appears in the preview pane of the *Color Palette* window.

5 Drag the new color from the preview pane and drop it on the chosen object to match the color to the first object.

Color Spaces

Adobe GoLive's *Color Palette* supports a variety of different color spaces. You can choose colors from any of the following color spaces, arranged under seven specific tabs.

The RGB Tab

Clicking the *RGB* tab opens it. The *RGB* tab contains three slider controls that let you adjust the percentage of the red, green, and blue portions of the spectrum.

The RGB Tab of the Color Palette

Click this tab to view RGB color options.

Use these sliders to control RGB color.
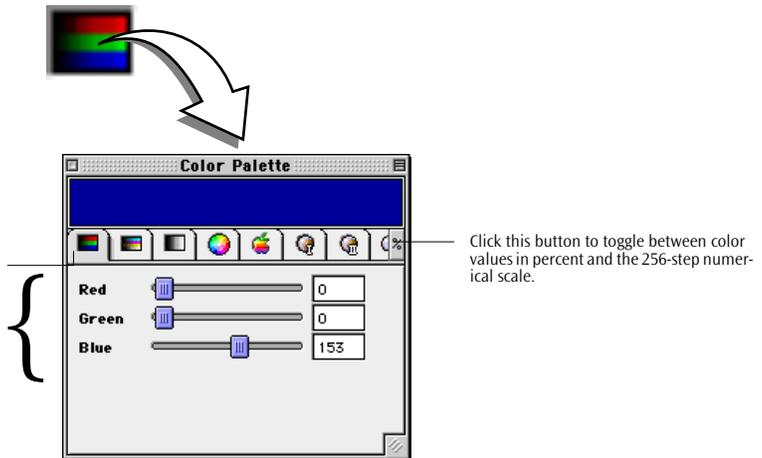
Click this button to toggle between color values in percent and the 256-step numerical scale.

To select a color, click any slider control and drag until you have the percentage you want.

Repeat this adjustment with the two remaining sliders until the color you want appears in the preview pane.

The percent button at the right edge of the window toggles between RGB values in percent and the 256-step numerical scale.

The CMYK Tab

Click the *CMYK* tab to open it. The four slider controls of the *CMYK* tab let you adjust the percentage of the cyan, magenta, yellow, and black portions of the spectrum.

The CMYK Tab of the Color Palette

Click this tab to view CMYK color options.

Use these sliders to control CMYK color.

Click this button to toggle between color values in percent and the 256-step numerical scale.
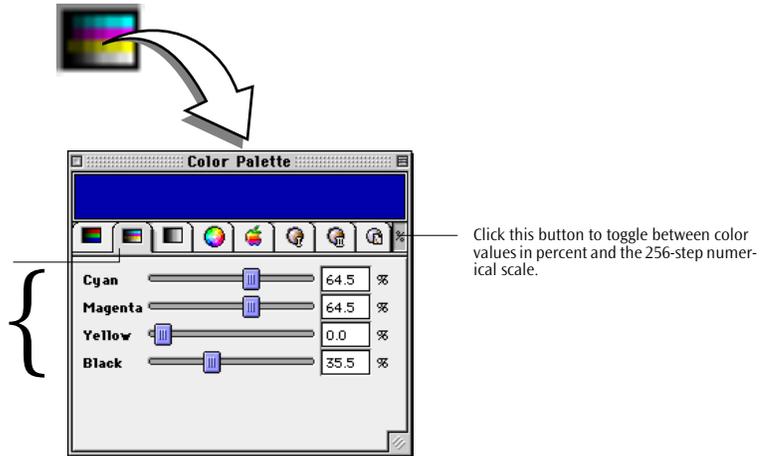
Drag each slider until the desired color appears in the preview pane.

The percent button at the right edge of the window toggles between CMYK values in percent and the 256-step numerical scale.

The Grayscale Tab

Clicking the *Grayscale* tab opens it. The *Grayscale* tab's single slider control allows you to adjust the percentage of black to create shades of gray.

The Grayscale Tab of the Color Palette

Click this tab to view grayscale options.

Use this slider to control grayscale.

Click this button to toggle between grayscale values in percent and the 256-step numerical scale.
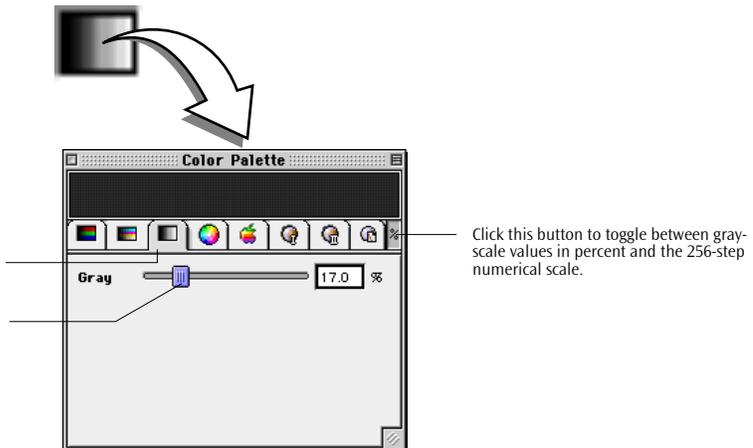
Drag the slider to obtain the desired shade of gray.

The percent button at the right edge of the window toggles between grayscale values in percent black and the 256-step numerical scale.

The Indexed Colors Tab

Click the *Indexed Colors* tab to open it. The color wheel of the *Indexed Colors* tab lets you access the entire color spectrum currently supported by your video hardware, plus a brightness slider control.

The Indexed Colors Tab of the Color Palette

Click this tab to view indexed color options.

Click this button to toggle between color values in percent and the 256-step numerical scale.

Click the color wheel to select an indexed color.

Use this slider to control brightness.
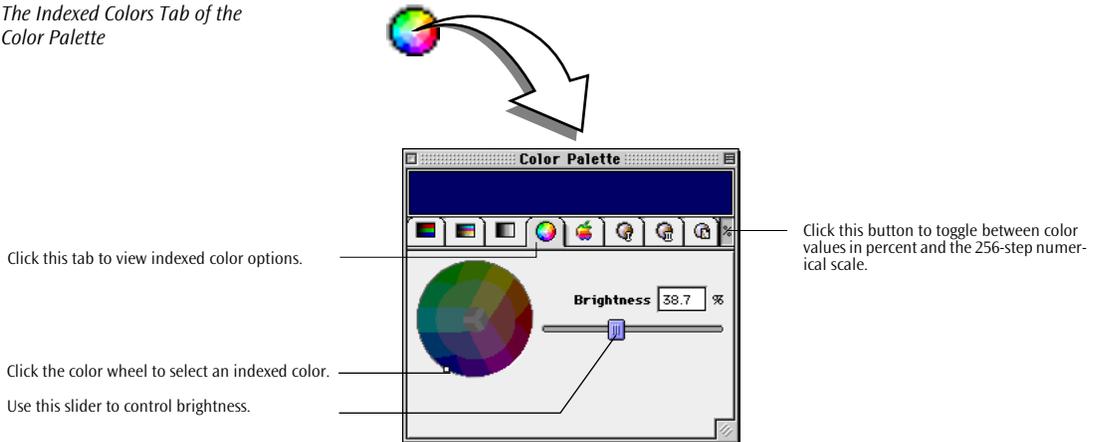
Brightness 38.7 %

To select a color, click a location in the color wheel, then adjust brightness as needed.

The percent button at the right edge of the window toggles between indexed color values in percent and the 256-step numerical scale.

The Apple Colors Tab

Clicking the *Apple Colors* tab opens it. The *Apple Colors* tab contains various fixed system color spaces up to a maximum of 256 colors.

The Apple Colors Tab of the Color Palette

Click this tab to view Apple system color options.

Click any swatch to select a color.

Choose a basic set of colors from this menu.

256 Colors
16 Colors
16 Grays
Desktop Colors
Custom Palette
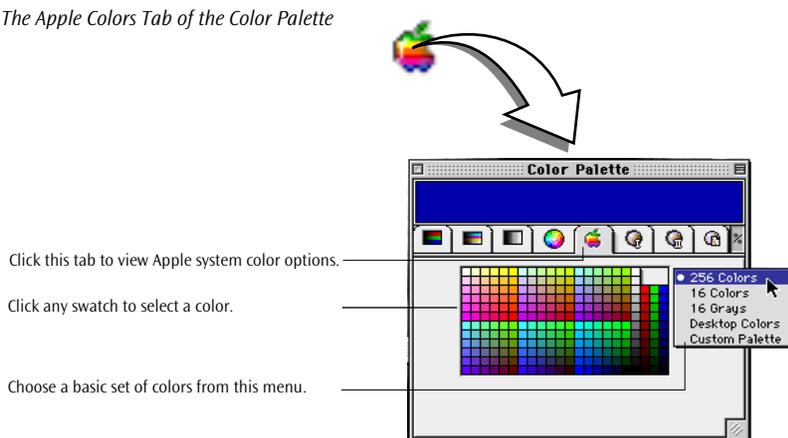
The popup menu in the *Apple Colors* tab allows you to limit your choice of colors, capture the current desktop colors, and build a custom color palette by choosing the *Custom Palette* item and extracting color from other objects on the desktop (see *Extracting Text and Object Color* on page 500).

The following screenshot shows a set of custom colors in the *Apple Colors* tab.

A Custom Color Palette in the Apple Colors Tab

Clicking a swatch and dragging to a colored object on the screen lets that color appear in the Preview pane.

You can fill each swatch by dropping a color from the Preview Pane on it.
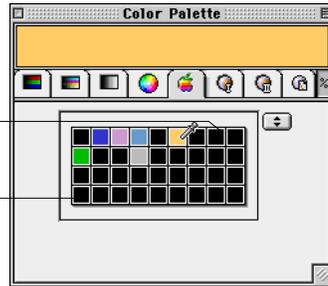
The Real Web Colors Tab

Clicking the *Web I* tab opens the *Real Web Colors* tab, which contains a choice of 216 no-dither browser-safe colors.

The Real Web Colors Tab of the Color Palette
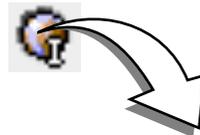
Click this tab to view Real Web Colors options.

Click a swatch to select a color …

… or scroll through the list and click a color of your choice.
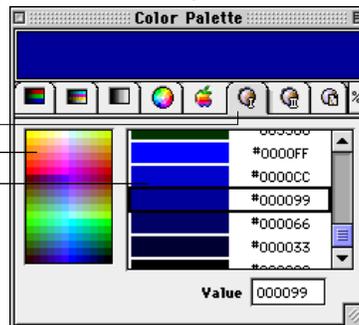
To select a color, click a swatch in the left field or scroll through the list box to the right and click the color of your choice. The *Value* text box shows the Red, Green, Blue, decimal, and hexadecimal value sent to the Web browser.

⚠ The colors on the *Real Web Colors* tab are browser-safe across platforms. By limiting the number of colors to less than 216 eight-bit colors, you can ensure that your page looks good when being viewed on a system set to 256 display colors, such as standard PCs.

The Web Named Colors Tab

The Web Named Colors Tab of the Color Palette
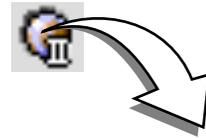
Click the *Web II* tab to open the *Web Named Colors* tab, which contains a choice of browser-callable colors.

Click this tab to view the Web Named Colors.

Click a list entry to select a color.

A box outlines your choice.
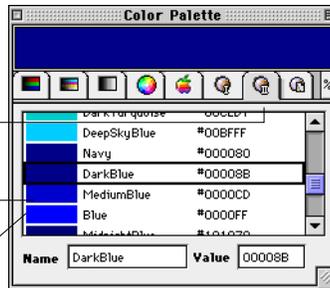
To select a color, scroll through the list box at the bottom of the window and click the color of your choice. The *Name* and *Value* text boxes show the clear-text name and the HTML control code sent to the Web browser.

⚠ The colors on the *Web Named Colors* tab are not necessarily browser-safe across platforms.

The Site Colors Tab

Clicking the tab at the far right opens the *Site Colors* tab. It contains the colors you have collected in the *Colors* tab of the *Site Window*. (For more details, see the section *The Colors Tab* on page 612 in Chapter 17, *Managing Web Sites with Adobe GoLive*.)

The Site Colors Tab of the Color Palette
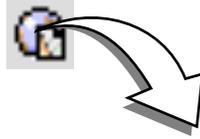
Click this tab to view the Site Colors.

Click a list entry to select a color.

The name of the active Site Window appears here.
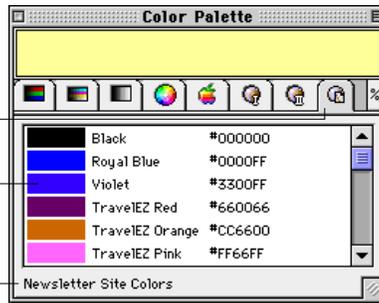
To select a color, scroll through the list box at the bottom of the window and click the color of your choice.

The colors in this tab are only available if the *Site Window* is open and if the active site contains site colors. If there is no open site document, a *No active site* message appears in the status line at the bottom of the window.

If you have more than one site open at a time, the colors you see in the *Site Colors* tab are contributed by the top *Site Window* (which a document window may hide or partly conceal).

Chapter 12   Using the Outline Editor

This chapter describes the basic functionality of the Adobe GoLive *Outline Editor*, explains the menu commands, and gives instructions on how to build or edit Web pages in *Outline* mode. You should be familiar with the contents of this chapter before starting to edit HTML.

Outline Editor Features

The Adobe GoLive *Outline Editor* adds enhanced HTML editing functionality to Adobe GoLive, allowing you to generate clean, valid HTML without typing a single element of code. Full integration with Adobe GoLive's *Web Database* lets Web authors select tags and attributes from a menu of valid choices. You can build Web pages from scratch, fine-tune your code, or define new tags and attributes still unsupported by the *Layout Editor*.

The *Outline Editor* uses a completely new approach to HTML editing. Unlike conventional editors, which display more or less raw HTML code, Adobe GoLive's *Outline Editor* presents the HTML backbone of your Web page and its content in a clear-cut outline view.

The Outline Editor Screen

Adobe GoLive's *Outline Editor* also provides full drag & drop support for all *Basic Tags* from the *Palette*, and it lets you use *Point & Shoot* linking.

As with Adobe GoLive's *Layout* and *Source* views, the HTML syntax is constantly checked for errors. Visual error indicators allow you to pinpoint potential problems and proceed immediately to trouble-shooting them.

International script systems selected using any of Adobe GoLive's *Encodings* options are displayed as clear text, enabling users to edit foreign-language content—for example, Japanese or Chinese characters.

⚠️ To use the Outline Editor, the *HTML Outline Module* must be enabled in the preferences (see *Using the Modules Manager* on page 8).

The Outline Toolbar

While you are working in *Outline* mode, the context-sensitive toolbar turns into the *Outline Toolbar*. This toolbar provides a specific set of shortcut buttons that let you insert new tags and other elements at the current cursor position.

The Outline Toolbar

This button inserts a new tag.

This button inserts a new attribute.

This button inserts new HTML text.

This button toggles between the unary and binary tag formats.

New Custom Tag

This button inserts an HTML comment.
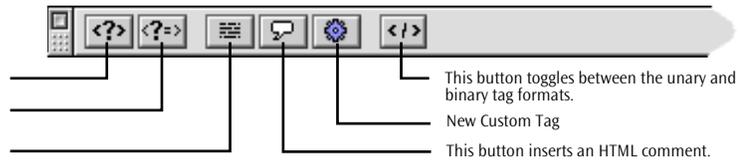
The following list identifies the buttons in the *Outline Toolbar*:

Button	Function
<?>	The *New HTML Tag* button inserts a new HTML tag below the currently selected tag.
<?=>	The *New HTML Attribute* button inserts a new HTML attribute in the currently selected tag.
≡	The *New HTML Text* button inserts a new HTML text box below the currently selected tag.
▭	The *New HTML Comment* button inserts a new HTML comment box below the currently se-lected tag.
</>	The *Toggle Binary* button toggles the tag format from unary to binary and vice versa. Unary tags don't have an end tag, while binary tags have a start tag and an end tag.

Outline Editor Commands in Your Adobe GoLive Menus

Several commands in *the Special* menu are reserved for the *Outline Editor*. These are equivalent to the shortcut buttons introduced above.

Outline Editor commands in the *Special* menu include:

• New HTML Tag
• New HTML Text
• New HTML Comment
• New HTML Attribute
• Toggle Binary

The menu below shows the location of the *Outline Editor* menu commands. For more details and instructions on using these commands, see the section *Editing HTML Code in the Outline View* starting on page 518.

Outline Editor Commands in the Special Menu

These commands are only available in the outline mode.

Special	
New Link	⌘L
Remove Link	⌥⌘L
Add to Keywords	⌘K
Start Tabulator Indexing	⌥⌘T
Show in Default Browser	⌘T
Show in Browser	▶
Web Database...	⌘4
Web Database	▶
Check Syntax	⌥⌘K
New HTML Tag	⇧⌘K
New HTML Text	⇧⌘T
New HTML Comment	⇧⌘C
New HTML Attribute	⇧⌘A
Toggle Binary	⇧⌘B
Edit WebObjects Source	
Collapse All Containers	
Expand All Containers	
Document Statistics...	

Note that many of the *Layout* editor menu commands are dimmed after you open a document with the *Outline Editor*. Conversely, all *Outline Editor* commands will be dimmed when you open a document in *Layout* mode.

User Profiles

If you are a *seasoned HTML programmer*, you'll find that the *Outline Editor*'s structured view lets you tweak and adjust the underlying HTML code with utmost ease. So, after completing the layout of your Web page in *Layout* mode, you can use the *Outline Editor* to check the structure of your HTML code and fine-tune it—for example, by adding custom attributes.

If you are a *novice*, the Adobe GoLive *Outline Editor* gives you a close look at the "nuts and bolts" of HTML. However, unlike many other products, you won't have to deal with raw HTML code. Instead, the *Outline Editor* will guide you through a structured view of your Web page, helping you to learn and understand the rules of Web page design much faster and easier.

Launching the Outline Editor

Click the *Outline* tab rider in the document window to launch the *Outline Editor*.

Although launching the *Outline Editor* may completely disable the *Layout* mode and dim all *Layout* menu commands, it will not change the HTML code in your file (except for removing excess whitespace).

Creating a New Web Page

To build a Web page from scratch, proceed as follows:

1 Choose the *New* command from the file menu. A new document named "untitled" will appear.

2 Click the *Outline* tab in the document window to open the *Outline Editor*.

The outline view displays a basic HTML file structure, complete with the basic HEAD and BODY container tags and already expanded. You can use this structure as a template and fill it with your own content.

Outline Editor -
New Document in Outline View

Click this tab to switch to the outline view.

Click this triangle control to expand or collapse the entire HTML outline view one tag at a time.
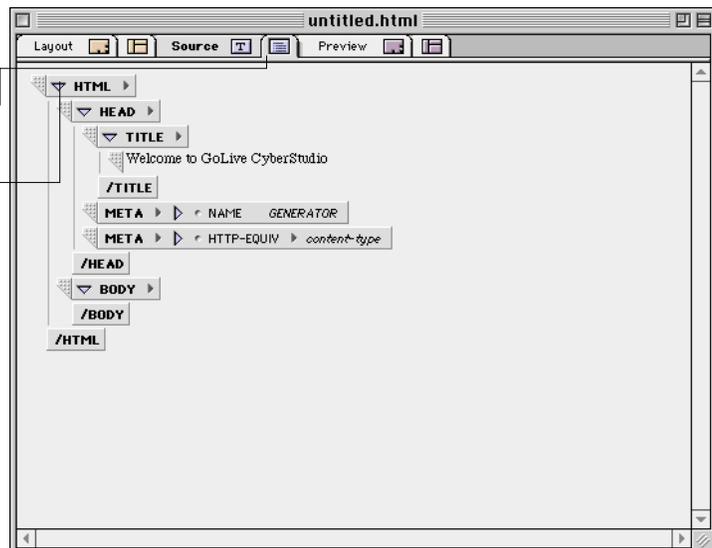
While editing HTML code, you can expand or collapse any tag in the outline view by clicking the collapse/expand triangle control to the left of the tag name. This triangle control functions as an outline view control that allows you to show or hide parts of or all of the entire structure. In the example shown above, clicking the triangle control of the HTML tag would collapse the outline view completely, hiding the head and body sections from view.

Opening an Existing Web Page

To open an existing Web page, proceed as follows:

1   Select the *Open* command from the *File* menu, then choose the desired file in the subsequent file selection dialog box.

2   Click the *Outline* tab in the document window to open the *Outline Editor*.

The example below shows an existing document opened in the *Outline Editor*. Documents are always opened in a fully expanded outline view, so you can edit, insert, and delete individual tags. For more details on editing, see page 518.

Outline Editor - Opening an Existing Document

Click this tab to switch to the outline view.

Click this triangle control to expand or collapse the HTML outline view one tag at a time.
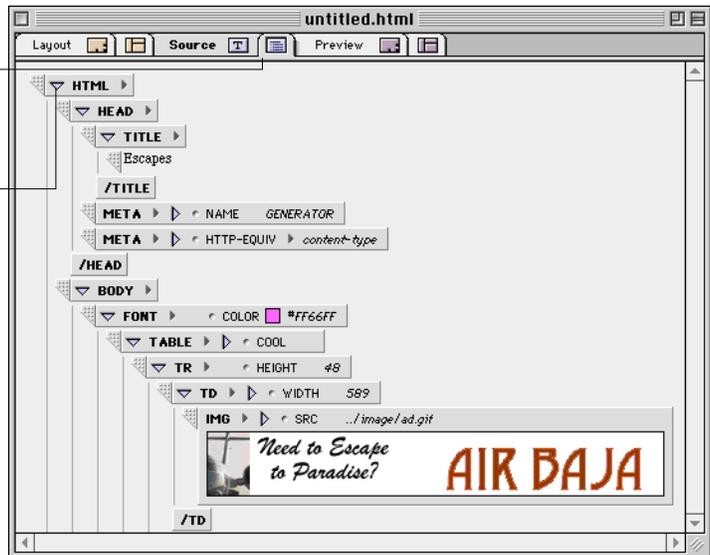
To streamline the view, you can now collapse individual tags by clicking their respective triangle controls.

To return to the initial view, proceed as follows:

1   Collapse the entire outline view by clicking the triangle control on the HTML container tag.

2   In the collapsed view, Option-click the triangle control of the HTML tag to expand the HTML outline with all HTML tags open.

Finding Your Way Through the Outline View

Outline View Controls and Display Elements

The *Outline* view consists of HTML tags arranged to reflect the hierarchy of your HTML document:

Bounding box indicates current selection.

Highest level in HTML tag hierarchy.

Indents indicate lower-level tags.

Vertical lines connect start and end tags.

Drag & drop handle

Triangle control expands or collapses element or view

Tag name text box

Shows or hides element attributes
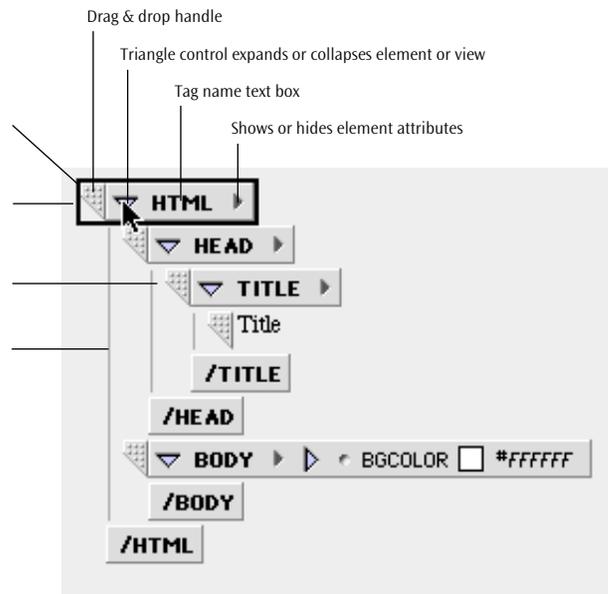
Structural Elements

The Adobe GoLive *Outline Editor* uses various elements to display the structure of an HTML document:

- HTML tags appear as box symbols.
- Indents indicate the HTML hierarchy levels. The example above shows the basic structure of an HTML document: The HEAD and BODY elements are indented to show that they are contained in the HTML element. The HEAD element in turn contains a TITLE element with a text box.
- Start and end tags are connected by vertical lines to show that they are complementary items.

Controls

Each open HTML tag has various controls that allow you to rearrange the sequence of tags in your document, add content to your Web page, or expand and collapse your document view:

- The *Drag & Drop Handle* on the left side of the box lets you drag a tag and drop it on any location in your document. While you are dragging, a horizontal line will move along with the tag to indicate the current insertion point. You can move tags up or down the structure as desired, but your audience will only see elements that the body section of your page contains.
- The *Collapse/Expand Triangle* control to the left of the HTML tag name functions as an outline view control. Clicking this arrow expands or collapses the element, showing or hiding further elements that it contains.
  Clicking this triangle control while holding down the Option key expands or collapses the entire outline view, showing or hiding all elements contained in the document.
- The *HTML Tag Name* is a text box. Clicking at the tag name activates the box, allowing you to enter a tag name.
  Alternatively, clicking the tag name while holding down the Command key will pop up a list of HTML tags to choose from. The tags appearing in the popup menu represent the tag inventory stored in the *Web Database*.
- The show/hide attributes triangle control to the right of the HTML tag name shows or hides the attributes defined for the selected element.

Special Display Feature

A black border highlights selected elements.

Using Navigation Keys

You can use various keyboard equivalents to navigate through the *Outline* view, expand or collapse selections, and edit elements.

• To move through the *Outline* view, use the arrow keys. The up arrow selects the item above the current selection, and the down arrow picks the one below.

• To move through the attribute list of an element, use the arrow keys. The up arrow selects the item above the current selection, and the down arrow chooses the one below.

• To expand or collapse the currently selected tag element, press Return. Please note that this is only possible with binary tags (tags always used in pairs).

• To recursively expand or collapse the currently selected tag element, press Shift-Return. Please note that this is only possible with binary tags.

• To show the tag attribute list, press Enter.

• To hide the tag attribute list, press Shift-Enter.

• To activate the next text box, press Tab. To activate the preceding text box, press Shift-Tab.

• To delete the current selection, use the Backspace key.

• To activate the tag selection popup menu, Command-click the tag name.

Using the Palette with the Outline Editor

Drag & drop support is available for items from the *Basic Tags* and *Forms* tabs of the *Palette* (for more detail on basic tags, see *The Palette* on page 86 and following).

The Basic Tags Tab of the Palette

You can drag frequently used elements from the *Palette* and drop them anywhere in your *Outline Editor* window, just as you would in the *Layout* mode.

While you are dragging, a horizontal line will move along with the tag to indicate the current insertion point (see below).

Drag & Drop Insertion of a Plugin

After inserting a tag, you can edit its attributes using the text boxes and scrolling lists in the tag elements.

For more detail on editing tag attributes, please see *Editing Tag Attributes* on page 519.

Editing HTML Code in the Outline View

There are several dedicated shortcut buttons on the *Outline Toolbar* and equivalent *Outline Editor* commands in the *Special* menu. When in outline mode, you can use these commands to insert tags, editable text boxes, and HTML comments into your document.

You can also add new attributes to your tags to implement non-standard features or to anticipate upcoming HTML coding conventions.

Further, you can toggle between the unary and binary tag format— that is, you can determine whether or not a start tag should be accompanied by an end tag.

Inserting New HTML Tags

The *New HTML Tag* button 🔲 on the *Outline Toolbar* or the equivalent menu command inserts a blank HTML tag below the current selection.

The following example shows how your editor window may look after inserting a new tag.

Outline Editor Window with
Undefined Tag

New HTML tag
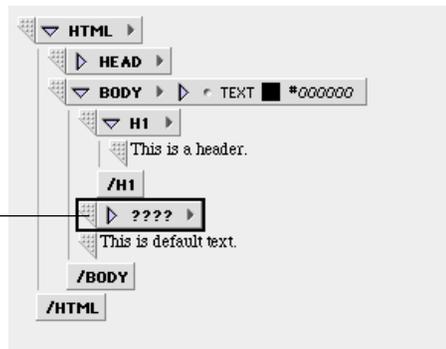
Defining Tag Types

You should now define the type of the new tag you have just inserted. You may either enter a tag name directly or select one from the *Web Database*.

To enter a tag name directly, proceed as follows:

1 Click the text box with the four question marks to select the tag name.

2 Enter the desired HTML tag name and press the Return key to confirm your entry.

To enter tags directly, you should be familiar with the capabilities of the targeted browser. Bear in mind that unsupported tags will be ignored and that their content will not be displayed by the browser. If you are not completely sure, we recommend the following method.

To use a tag from the *Web Database*, proceed as follows:

1   Command-click the text box with the four question marks.

2   This will pop up a list with HTML tags to choose from (see below).

3   Keep the mouse button depressed and drag through the popup menu.

4   Release the mouse button on the tag of your choice.

Outline Editor Window with Popup Tag Selection List

Command-clicking the tag name opens a tag list.
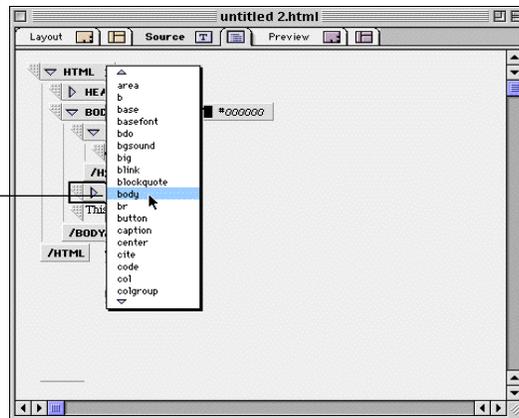
Editing Tag Attributes

After defining the tag type, you may want to define tag attributes to fine-tune the appearance of your Web page.

Attributes control the way a tag is displayed by the browser. Many tags support special formatting instructions, such as element alignment, color, and directory paths to resource files.

In the example below, the BlOCKQUOTE tag is used. Any text wrapped into this tag will stand out as a separate block of text on the screen.

To define an attribute, proceed as follows:

1   Click the show/hide attributes triangle control to pop up a list of valid tag attributes to choose from (see *Defining a Tag Attribute* on page 520).

2 Select the desired attribute and assign a value. The tag element box will expand to accommodate the new attribute.

Defining a Tag Attribute
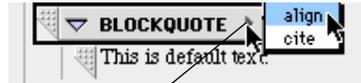
Click the show/hide attributes triangle control to pop up the attribute list.
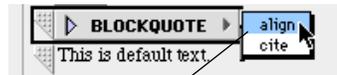
Drag through the popup menu to select the desired attribute.
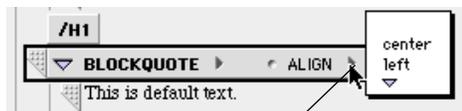
Click this triangle control to pop up the values list.
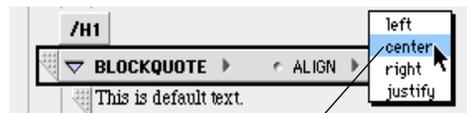
Drag through the values list to select the desired value.

Alternatively, attributes can also be added using the *New HTML Attribute* button 🔲 on the *Outline Toolbar* or the equivalent menu command. A detailed description of this option appears on page 523.

Inserting Text

The *New HTML Text* button 🔲 on the *Outline Toolbar* or the equivalent menu command inserts a blank text box below the current selection.

To type in text, proceed as follows:

Click the four highlighted question marks serving as placeholders and type to overwrite. The text wraps automatically at the border of the text box.

The example below shows how your editor window may look after inserting a new text box.

Outline Editor Window with New Text Box

New text box
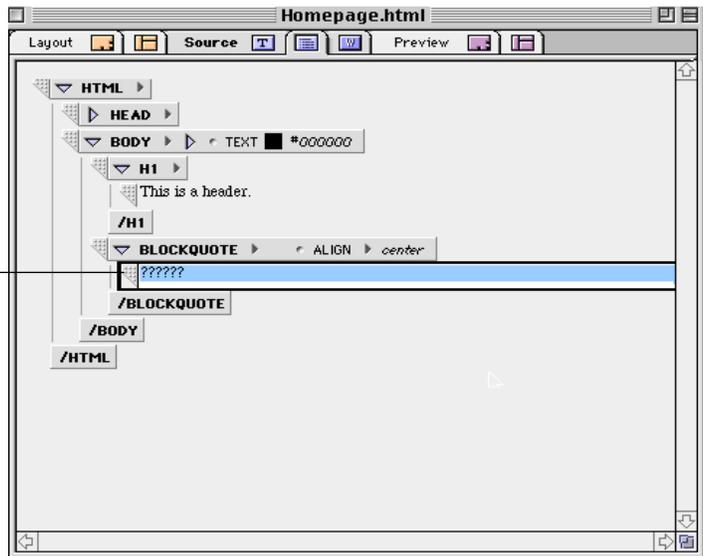
If you temporarily stop entering text and deselect the text box, you may later resume your work by placing the cursor at the location where you stopped.

Inserting Comments

Comments give useful hints for editing documents at later dates—for example, if you intend to embed advanced features that require significant background information.

Because comments are skipped by the browser when interpreting HTML code and building the page display, they can be placed anywhere in your document, even outside of the HTML container tag.

To insert a comment, proceed as follows:

Choose the *New HTML Comment* button 🔲 on the *Outline Toolbar* or the equivalent menu command from the *Special* menu to insert a blank comment text box below the current selection.

Alternatively, you can insert the *Comment* icon from the *Palette*:

Drag the *Comment* icon from the *Palette* and drop it in your document. While you are dragging, a horizontal line will move along with the icon to indicate the current insertion point.

To type in text, proceed as follows:

Click the four highlighted question marks (which serve as place-holders) and type. The text wraps automatically at the border of the text box.

The example below shows how your editor window may appear after inserting a new comment text box.

Outline Editor Window with New Comment Text Box

New comment text box
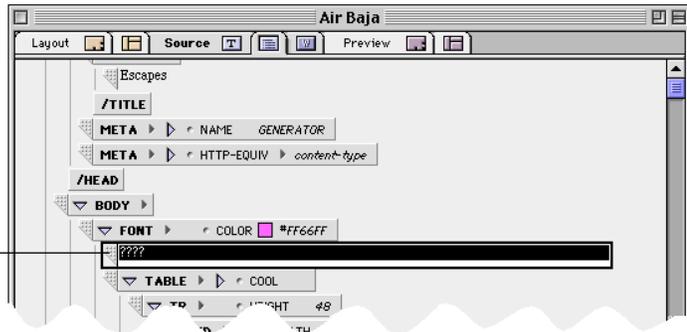
The following shows what comments in your document look like after editing.

Outline Editor Window with Comments

Comment text box after editing
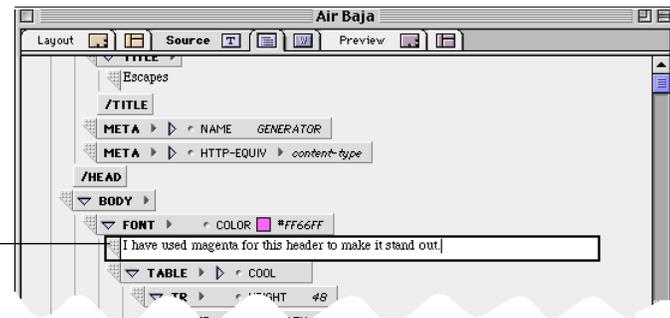
Although they appear dimmed, comments remain selectable and editable. To edit an existing comment, simply click the comment text.

Inserting Attributes

The *Outline Editor* allows you to add and edit tag attributes.

Attributes control the way a tag is displayed by the browser. Many tags support special formatting instructions, such as element alignment, color, and directory paths to resource files.

To add a new tag attribute, proceed as follows:

1 Select the tag you wish to add an attribute to.

2 Choose the *New HTML Attribute* button on the *Outline Toolbar* or the equivalent menu command from the *Special* menu. A blank attribute appears below the other tag attributes.

3 Type an attribute name into the text box. Press the Return key to confirm your entry. The example below shows how the body tag in your document structure may look after adding a new attribute.

Body Tag with Unnamed Attribute

New Attribute (unnamed)
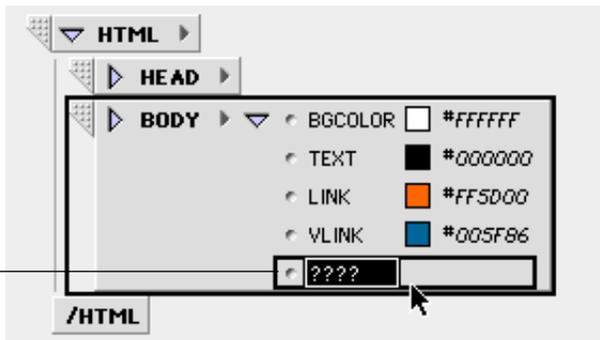
If you are not sure whether an attribute is valid or not, consult the World Wide Web Consortium's (W3C) Web site at the following address: *http://www.W3.org*

4 Click the text box to the right of the name field, type in a value, and press the Return key to confirm your entry.

Body Tag with Named Attribute

New Attribute Value
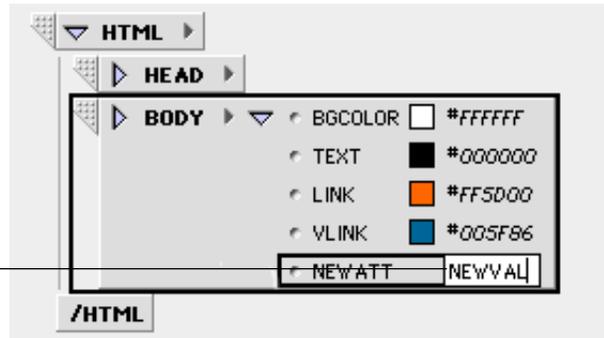
Tag Attribute Examples

The two examples below show what the BODY tag in your document structure may look like after defining the newly added attribute. If the attribute is valid, a color box, path pointer, or similar symbol appears to the right of the attribute name.

If *Color is* the new attribute, such as the color of the active link shown below, a color box and the Web color code appear beside the attribute name. Clicking the color box will open the *Color Palette*.

Body Tag with New Color Attribute

Click this box to open the Color Palette.
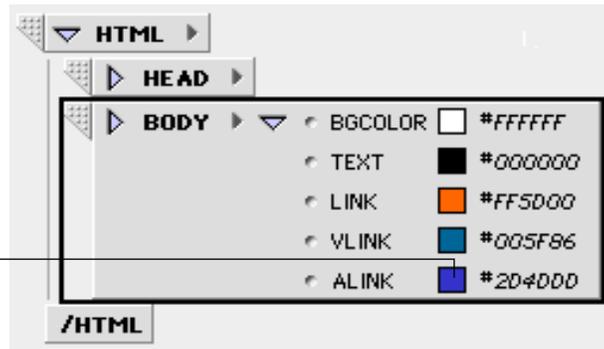
If *path* is the new attribute, such as the directory path to the background image shown below, a path pointer appears beside the attribute name.

Clicking this path pointer will open a file selection dialog box, allowing you to choose a background image file.

Body Tag with New Path Attribute

Click this path pointer to pop up a file selection dialog.

This is the directory path to the selected background image.
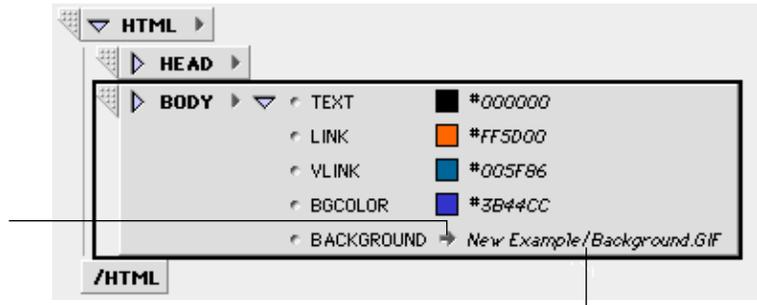
Toggling the Binary Format

The *Toggle Binary* button ⊞ on the *Outline Toolbar* or the equivalent menu command toggles the binary tag format on and off. This command allows you to determine whether a new tag should have a complementary end tag or not.

Most HTML tags are binary tags, or container tags. Binary tags enclose their content in a pair of tags, referred to as start and end or open and close tags.
A few tags, however, do not need an end tag; these are called unary tags. One of the most frequently used unary tags is the IMG tag for embedding images.

The example below shows the effect of toggling the binary tag format on and off.

Title Tag with Binary Format Toggled On and Off

Binary format toggled on

Binary format toggled off

Chapter 13   Using the Source Editor

This chapter describes the basic functionality of the
Adobe GoLive *Source Editor*, explains its interaction with
the *Palette*, provides information on selected buttons
and equivalent menu commands, and discusses how to
edit Web pages in *Source* mode. You should be familiar
with the contents of this chapter before starting to edit
HTML code in *Source* mode.

General

The Adobe GoLive *Source Editor* is a convenient text-oriented Web
page editor that makes your Adobe GoLive Web publishing package
complete.

The *Source Editor* adds more than basic HTML editing functionality to
Adobe GoLive. It allows you to view your document's HTML source
code, check the HTML syntax, fine-tune your code, or even build Web
pages from scratch.

A typical *Source Editor* screen appears below.

The Source Editor Screen

The *powerful features of the Source Editor* supply valuable assistance
to the HTML-savvy user. Syntax highlighting, drag & drop, and other
tools ensure that HTML source code editing is accurate and painless.

User Profiles

We designed the Adobe GoLive *Source Editor* with the seasoned HTML programmer in mind.

If you are a *seasoned HTML programmer* with a good working knowledge of Hypertext Markup Language and have been using other text-oriented HTML editors, you'll find the *Source Editor* very useful for tweaking and fine-tuning the underlying HTML code.

After completing the layout of your Web page in *Layout* mode, you may want to use the *Source Editor* to check the structure of your HTML code and make minor corrections, if necessary. You can use the *Source Editor* to your advantage to add, for example, custom attributes or to edit string values.

Basic Features

After you click the *Source* tab of the document window to activate the *Source Editor*, you'll find that its editing functionality resembles that of any other HTML text editor for the Macintosh:

- You can create a new document within the *Source Editor* by choosing the *New* command from the *File* menu. A blank window will open on the screen, allowing you to type or paste text from another document or application or insert text clippings from the Finder.
- Once you have done some basic editing, you can save your new document using the *Save* command from the *File* menu.
- You can also open an existing Adobe GoLive, HTML, or text document using the *Open* command from the *File* menu.
- Typing inserts characters at the insertion point, which is displayed as a blinking vertical bar. The first typed character replaces selected text, and the insertion point follows the first typed character.
- The default highlight color, selected in the *Appearance* control panel, highlights selected text in the active window.
- As you type, the *Source Editor* scrolls the window's contents horizontally or vertically so that the insertion point is visible.

Text Formatting

The *Source Editor* allows you to apply the basic text formatting commands from the *Format* and *Style* menus (see *The Style and Format Menus* on page 123 for reference) to selected text in the body of your page.

The following screenshots show the text formatting commands available in the *Format* and *Style* menus.

Source Editor Text Formatting Commands in the Edit Menu

Format
✓ None
Header 1
Header 2
Header 3
Header 4
Header 5
Header 6
Address
Preformatted
Alignment ▶
List ▶

Style	
✓ Plain Text	⇧⌘P
Bold	⇧⌘B
Italic	⇧⌘I
Underline	⇧⌘U
Strikeout	⇧⌘A
Superscript	⇧⌘+
Subscript	⇧⌘−
Teletype	⇧⌘T
Blink	
Structure	▶
Size	▶
Font	▶
Nobreak	
Remove Color	
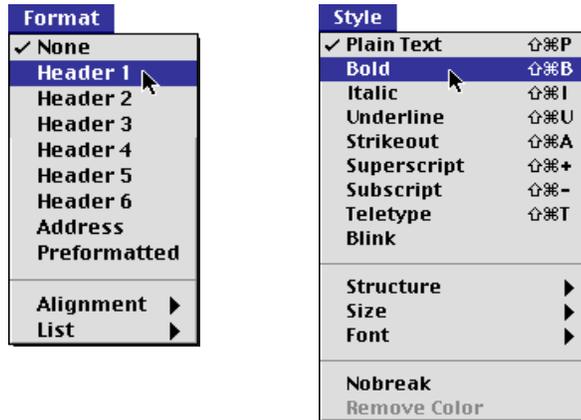
To format a paragraph in *Source* mode, proceed as follows:

1 Triple-click the paragraph to highlight it.

2 Go to the *Format* menu and choose the paragraph style that you want.

To format selected text in *Source* mode, proceed as follows:

1 Double-click the text to highlight a single word, or click and drag to highlight more text.

2 Go to the *Style* menu and pick the character style that you want.

Syntax Highlighting

Syntax highlighting works in the background, continuously monitoring user input and comparing it with the content and rules specified in the *Web Database*.

When the syntax highlighting feature recognizes a tag, it highlights the start and end tags and tag attributes to indicate that the syntax is complete.

*Syntax Highlighting
in the Source View*

These buttons provide convenient shortcuts for controlling syntax highlighting.

The default color for HTML tags is blue.

The default color for tag attribute values is brown.

The default color for visible content is black.

Syntax highlighting uses eleven different colors to visually separate tags, attributes, and document content, making it easy for authors to keep track of their HTML code. An example of highlighted HTML code appears above.

The five syntax highlighting control buttons and the *Soft Wrap* button above the editor text box provide convenient shortcuts for often-used commands:

Button	Function
	The *Turn syntax highlighting off* button deactivates syntax highlighting, showing the HTML source code in the default text color selected in the *Preferences - Source - Colors* dialog box (see *Syntax Highlighting Preferences* on page 544).
	The *Detailed syntax highlighting* button activates syntax highlighting. The default appearance of the individual HTML objects is controlled by settings made in the *Preferences - Source - Colors* dialog box (see *Syntax Highlighting Preferences* on page 544).
	The *Highlight Media & Links* button highlights images and media items only, using the colors selected in the *Preferences - Source -Colors* dialog box (see *Syntax Highlighting Preferences* on page 544).
	The *Highlight URLs* button highlights references to other pages and locations on the Web, using the colors selected in the *Preferences - Source -Colors* dialog box (see *Syntax Highlighting Preferences* on page 544).
	The *Soft wrap* button toggles the wrapping of the source at the margin of the *Source* editor window on and off.

Syntax Checking

Syntax checking ensures that your Web pages contain only valid and error-free code. The built-in syntax checker parses your HTML code against the coding rules stored in the *Web Database* and highlights code elements presumed faulty. You can select a set of rules that you want applied to syntax checking in the *HTML Versions* dialog box in the *Source* preferences (see page 542).

Syntax Checking in the Source View

The error log identifies HTML tags or attributes with errors.

The syntax checker has found a potentially invalid tag.
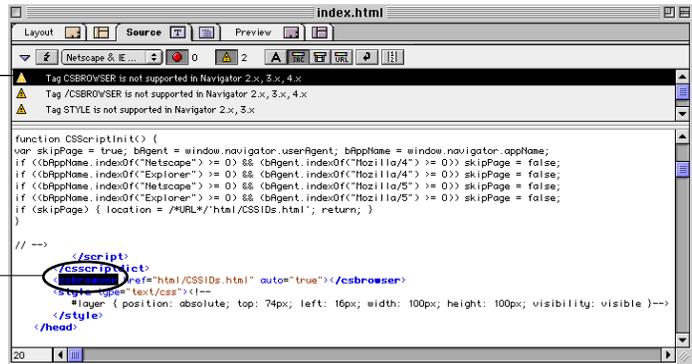
Four syntax checking buttons arranged above the editor text box provide convenient shortcuts for checking syntax:

Button	Function
	The triangle control opens and closes the error log section of the *Source Editor* window. It opens automatically when the syntax checker detects faulty HTML code.
	The *Check Syntax* button launches syntax checking, which highlights errors and incomplete HTML tags as it verifies the page line by line.
	When enabled, the *Display Errors* button and the error counter next to it show the number of syntax errors in the page.
	When enabled, the *Display Warnings* button and the error counter next to it show the number of faulty links in the page.

Additionally, a browser compatibility menu in the *Source Editor* interacts with the syntax checker to let you pinpoint which tags and attributes are not supported by a given set of browsers or are specific to Adobe GoLive. When you make a selection and launch syntax checking, an incompatibility list appears in the error log, detailing potential problems. The browser combinations on this menu are supplied by the *Preferences - Source - Browser Sets* dialog box (see page 542), which also lets build your own browser sets.

To launch the syntax checker, proceed as follows:

1 Click the *Check Syntax* button or choose the *Check Syntax* command from the *Special* menu.

2 The syntax checker highlights the first code element presumed faulty. (If it doesn't highlight anything, your HTML code is correct.)

3 Click the *Display Errors* button and check the error log above the main window area to learn more about the errors found.

4 Click each entry in the error log to let Adobe GoLive highlight the faulty code element in the main window area.

5 Hand-edit and correct each error, then launch syntax checking one more time to make sure that all errors have been found.

Drag & Drop Support

Drag & drop insertion is available for *Basic* and *Forms* tags from the *Palette* as well as text clippings from the Finder or any other software that supports Macintosh drag & drop.

The following screenshot illustrates the drag & drop insertion of a line tag from the *Palette*.

Drag & Drop Insertion of a Line Tag
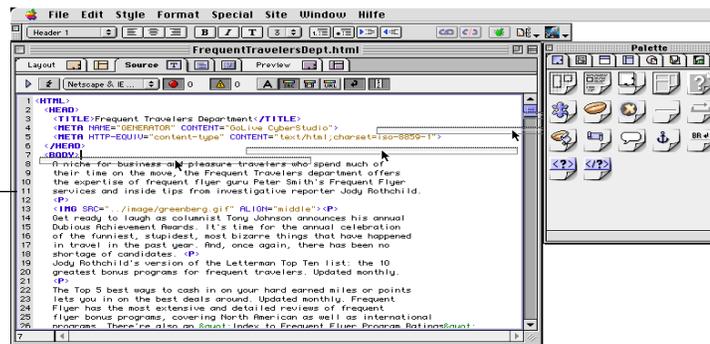
While you are dragging, the cursor moves along the margin to indicate the current insertion point.

The *Source Editor* lets you drop *Palette* items in the flow of your HTML code and use them as editable tag templates.

After inserting a tag, you can edit its attributes and attribute values while the *Source Editor* monitors your input and highlights typing errors or incomplete syntax.

Drag & drop coloring is also supported. You can drag a color from the preview pane of the *Color Palette* (see *Coloring Text and Objects* on page 500) and drop it on selected items in your HTML code.

Further drag & drop options include pages and URLs from the *Site Window*. Dropping a page or URL icon creates a link instantly, referencing the page or URL you have dropped.

Using Text Macros with Source Code Editors

Text macros are a power tool designed for frequent users of the *HTML*, *JavaScript*, and *WebObjects* source code editors built into Adobe GoLive. They let Web authors automate source code insertion, doing away with the need to type (or copy and paste) lengthy strings of source code for often-used tags and script elements.

Text macros are stored in four user-editable files, which reside in a special *Text Macros* subfolder within the *Modules* folder in the Adobe GoLive program folder:

- The *Default.macro* file can hold any combination of HTML tags, JavaScript strings, and WebObjects code snippets. These objects can be inserted into any of Adobe GoLive's editor windows. This file is Adobe GoLive's default repository for text macros.

If desired, you can store your own macros in three extra environment-specific files for Adobe GoLive's source code editors:

- The *HMTL Source.macro* file can hold text as well as HTML tags. These macros can be inserted into the HTML source code displayed in the *Source* tab of Adobe GoLive's document window.
- The *JavaScript Source.macro* file holds prefabricated strings of JavaScript code. These tags can be inserted into the JavaScript source code displayed in the JavaScript editor.
- The *WebObjects Source.macro* file holds snippets of WebObjects code. These code snippets can be inserted into the WebObjects source code displayed in the WebObjects declaration editor.

All text macro files are loaded when Adobe GoLive starts up to make them available throughout the application. The *HMTL Source.macro*, *JavaScript Source.macro*, and *WebObjects Source.macro* files, however, are only loaded if the appropriate program modules are enabled in the *Modules Manager*.

Inserting Text Macros into the Source Code

Automated source code insertion is accomplished by typing the macro name and pressing the keyboard shortcut Command-M. This inserts the text macro identified by the word behind or below the text cursor, provided it exists in the default source macro file or source macro file for the editor you are currently using.

Text macros are case-insensitive, which means that you can enter their names in lowercase or uppercase characters, or any combination of lowercase and uppercase, if desired.

Defining Text Macros

You define text macros by opening the desired source macro file with Adobe GoLive or a text editor, then type, copy and paste, or drag & drop the approriate code. Text macro definitions must have the following basic format:

```
MacroName [Delimiter]MacroContent[Delimiter]
```

The first element in a macro definition is the macro name you enter in the respective editor before pressing Command-M. With the exception of spaces and tabs, you can use any combination of characters for a macro name, but you should restrict yourself to using letters and digits. The three source code editors differ in what they regard as self-contained words. For example, using a dollar sign ("$") in a macro name might work alright in the HTML Source editor but will surely fail in the JavaScript editor because this character is an integral part of the JavaScript syntax.

Separated by a space character, the second element specifies the content of the macro, that is, the text that is actually inserted after you type the macro name and press Command-M. The content element must be enclosed in two identical or complementary delimiter characters. When you prompt Adobe GoLive to insert a text macro, the macro interpreter will regard the first character after the separating whitespace as the delimiter and look for an identical character to determine where the content ends.

For example, an image tag macro with basic attributes could look like this:

```
image «<img "src=../GIFS/???.GIF" width="20"
height="20">»
```

You can also use a text macro to insert a string of formatted text. Here is an example:

```
webdesign $This Web Site was designed using <B>Adobe
GoLive.</B>$
```

Using Delimiters

As already indicated in the preceding section, delimiters tell Adobe GoLive's text macro interpreter where the content of a text macro starts and ends. You can use any character as a delimiter, as long as you heed one basic rule: The delimiter may not occur in the macro content itself. You can even use whitespace and carriage returns to insert structured text and multi-line code, respectively.

Let us resume the "image" example from the preceding section to illustrate the proper usage of delimiters. The macro content is enclosed in left and right angle quotes, which are neither used in HTML nor JavaScript nor WebObjects source code.

Here is an example of improper delimiter usage:

```
image "<img "src=../GIFS/???.GIF" width="20"
height="20">"
```

This macro definition won't produce a usable result because it uses double quotes as delimiters. The double quotes are already used to enclose tag attributes in the HMTL tag definition, so Adobe GoLive will only insert the text before the second double quote character. The result would be:

```
image "<img
```

⚠️ As a general rule of thumb, you should refrain from using characters that are typically used as structural elements within the source code syntax, for example the "less than" (<) and "greater than" signs (>) enclosing HTML tags.

Automating Insertion Point Placement and Text Selection

Normally, when inserting a text macro, Adobe GoLive's text macro tool selects the entire insert. To ensure a smoother workflow, however, you can also place the insertion point or select text for overtyping anywhere in the insert.

Placing the insertion point in an insert is accomplished by adding a "vertical bar" character ("|"). Here is an example:

```
image «<img "src=|" width="20" height="20">"»
```

The vertical bar after the **src** attribute and "equal to" sign places the insertion point so you can enter the attribute value without having to move the cursor to the desired location.

Selecting text for overtyping is accomplished by enclosing a place-holder word or string in single quotes ("'"). Here is an example:

```
image «<img "src=../GIFS/'???'.GIF " width="20"
height="20">"»
```

The three question marks enclosed in quotes will be selected when you insert this example macro, allowing them to be overtyped with-macro name "C" instead.

Calling a Macro from within a Macro

To reduce overall typing work and make your macro files easier to maintain, Adobe GoLive's text macro tool lets you reference other macros from within a macro.

To call another macro from within a macro, you need to enclose the name of that macro in dollar signs ("$"). The following example shows the proper syntax:

Macro #1:

```
meta-author «<META NAME="author" CONTENT="$author$">»
```
Macro #2:

```
author "Michael Daeumling"
```

Upon insertion of the **meta-author** macro, Adobe GoLive will au-tomatically look for the second macro named "author" and insert its content at the specified location in the first macro, so the resulting text insert would read:

```
meta-author <META NAME="author" CONTENT=" Michael
Daeumling"
```

If calling a second macro produces uneexpected results, this may be due to a circular reference. Circular references occur if the second macro contains a reference back to the macro called in the first place. The text macro tool handles those circular references grace-fully without entering an endless loop. Rather than that, it will sup-press the circular reference and insert the macro name found at the beginning of the macro definition.

Here is a simple example:

```
A "A to $B$"
B "B to $C$"
C "B to $A$"
```

The resulting text insert would read:

```
A to B to C
```

As can be seen from the above example, Adobe GoLive ignores the circular reference pointing back to macro "A" and inserts the macro name "C" instead.

Using Keywords as Substitutes for Control Characters

As outlined in the preceding sections, you can use three control characters to specify what happens when a text macro is inserted:

- Single quotes ("'") mark out a selection.
- The vertical bar places the insertion point.
- Dollar signs are used to reference another text macro.

Now and then, syntax rules may require that you insert a macro with any of those characters in it. For example, JavaScript syntax requires that text strings be enclosed in single quotes. This conflict is solved by substituting percent signs (or any other suitable character) for single quotes. Adobe GoLive's text macro tool has three built-in keywords allow you to redefine control characters:

- SELECTION lets you redefine the selection markers if single quotes are not allowed. Here is an example:
  ```
  Selection = %
  write.document.write('%what%')
  ```

- CARET lets you redefine the insertion point marker if the vertical bar is not allowed—for example because it is used to express a a bitwise OR operation in JavaScript.
  ```
  CARET = %
  ```

- MACRO lets you redefine the dollar signs enclosing a macro name.
  ```
  MACRO = %
  ```

Source Editor Preferences

The *Source, Browser Sets*, *Colors, Font*s, and *Printing* dialog boxes in the *Source Preferences* options let you customize various basic settings that influence the behavior of the HTML syntax checker and appearance of HTML code in the *Source Editor.*

To open any of the *Preferences - Source* dialog boxes, proceed as follows:

1 Go to the *Edit* menu and choose *Preferences*.

2 Locate and click the *Source* icon in the scrolling sidebar to open the *General* dialog box.

3 Click the triangle control to expand the *Source* options.

4 Click the *Colors, Font*s, or *Printing* entry to open the desired dialog box.

General Settings

The settings in the first-level *Source* dialog box let you enable or disable drag & drop support and control how HTML code appears in the main window area of the *Source Editor*.

Selecting General Source Preferences

Use this checkbox to toggle drag & drop on and off.

Use this checkbox to toggle the relaxed checking of special characters on and off.

Select this checkbox to have the syntax checker ignore unknown attributes.

Use this checkbox to toggle the automatic indentation of lower-level elements on and off.

Use this checkbox to toggle the boldface screen font for HTML tags on and off.

Use this checkbox to toggle the display of line numbers on and off

Check this option to let the Source code wrap at the margin of the Source view window.

Click the Source icon to open the Source view preferences.

Enter the indentation (in characters) for lower-level tags.

Preview your settings here.
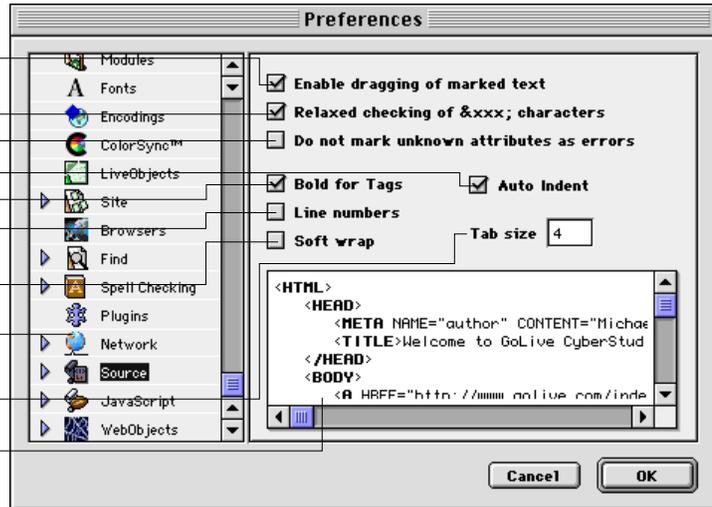
The *Source* dialog box contains the following options:

* The *Enable dragging of marked text* checkbox toggles the internal drag & drop support on and off.

* *Relaxed checking of special characters* relaxes the rules applied to special characters when checking the syntax. Enabling this option allows you to use uppercase-only characters as found in older HTML files and instructs the syntax checker to stop looking for a trailing semicolon. Example: The *&lttag&GT* string will be interpreted *as <tag>.*

* The *Do not mark unknown attributes as errors* checkbox instructs Adobe GoLive's syntax checker to ignore non-HTML or unknown tag attributes. For example, Adobe GoLive uses the custom COOL attribute to identify an HTML table as a layout grid. If you uncheck this option, the syntax checker will find and mark this attribute as unknown.

* The *Bold for Tags* checkbox toggles the boldface display attribute for HTML tags on and off.

* The *Auto Indent* checkbox toggles the automatic indenting of lower-level HTML tags on and off.

* The *Tab size* text box sets the indentation (in characters) of lower-level HTML tags.

* Selecting the *Line numbers* option displays line numbers at the left margin of the *Source Editor* window.

* Selecting the *Soft wrap* option lets the HTML wrap in the *Source* view when it reaches the right margin of the window.

* The preview pane at the bottom of the dialog box lets you preview the effect of your settings instantly.

Browser Sets

The *Browser Sets* dialog box lets you combine browsers and revisions of the HTML specification to complex sets of HTML syntax rules. The sets you assemble here appear in the browser compatibility menu in the *Source Editor* window (see page 533). Based on the tag descriptions in Adobe GoLive's *Web Database*, they instruct the built-in syntax checker which rules to use when checking your source code.

Building a Browser Set for Syntax Checking

Click any option to specify which set of HTML rules the syntax checker is supposed to use.
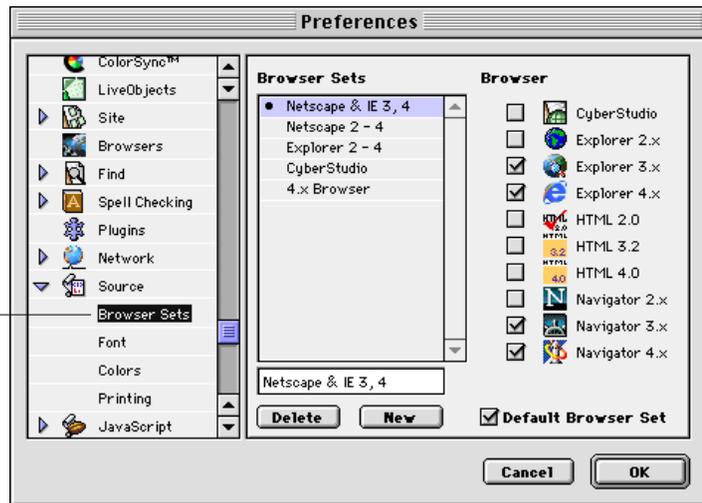
To build a custom browser set for the syntax checker, proceed as follows:

1   Go to the *Edit* menu and choose *Preferences*.

2   Locate and click the *Source* icon in the scrolling sidebar to open the *General* dialog box.

3   Click the triangle control to expand the *Source* options.

4   Click the *Browser Sets* item.

5   Click *New* to add a new browser set to the *Browser Sets* list.

6   Enter a descriptive name in the text box below the *Browser Sets* list—for example, CS & 4.x.

7   Activate the desired set of checkboxes in the *Browser* list to the right.

8   Activate the *Default Browser Set* checkbox if you want the syntax checker to default to the new browser set.

9   Click *OK* to have Adobe GoLive store your preferences.

10 Return to the *Source Editor* window and choose the new browser set from the browser compatibility menu (only if you haven't made the new browser set the default set in step 8 above).

11 Launch syntax checking to see how the new browser set influences the behavior of the syntax checker.

To edit an existing browser set, proceed as follows:

1 Select the browser set from the *Browser Sets* list.

2 Activate more checkboxes in the *Browser* list to the right to add browsers and HTML revisions, or deactivate checkboxes to elimininate browsers and HTML revisions.

3 Click *OK* to have Adobe GoLive store your preferences.

To delete an existing browser set, proceed as follows:

1 Select the browser set from the *Browser Sets* list.

2 Click the *Delete* button.

3 Click *OK* to have Adobe GoLive store your preferences.

Font Preferences

The *Font* dialog box controls the default screen font that displays HTML code and content in the *Source Editor* window.

Selecting a Custom Font

Use these options to select a custom font and style for HTML and plain text displayed in the editor window.

Preview your font preferences here.
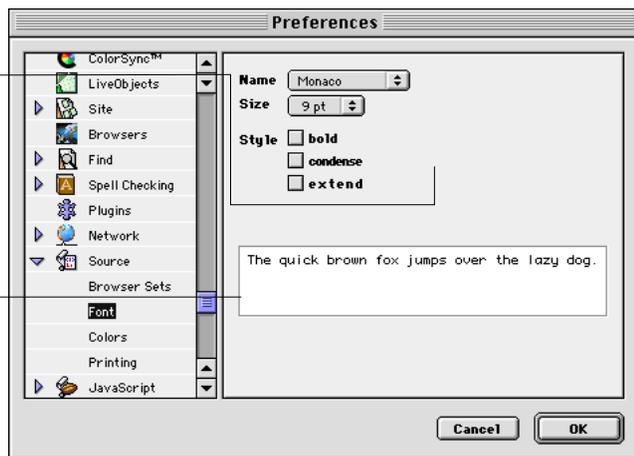
You can select a custom font, font size, and style for HTML code to override the default *Monaco 9 pt plain* setting.

Syntax Highlighting Preferences

The settings in the *Colors* dialog box let you turn syntax highlighting on and off and control the way the individual HTML tags and enclosed text are displayed in the *Source Editor* window when the user enables syntax highlighting.

Customizing Syntax Highlighting

Use this group of radio buttons to control syntax highlighting.

Use the Text and URL color fields as well as the color fields in the Media & Links and Detailed sections to select custom colors for HTML tags and content.
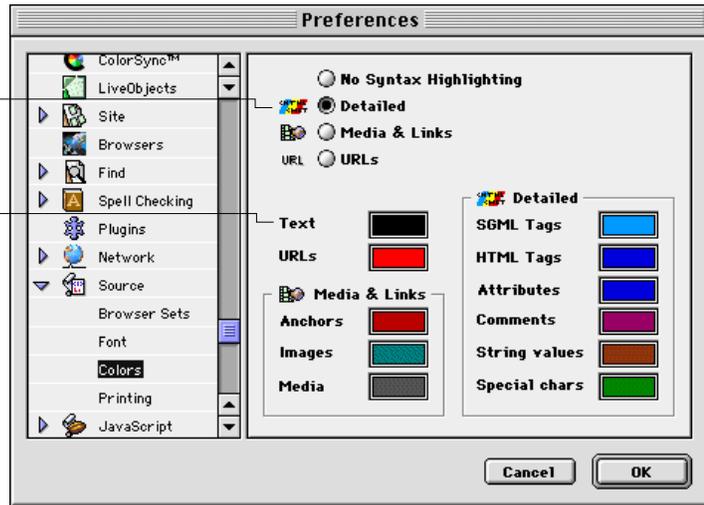
The *Colors* dialog box contains the following options:

- The *Syntax Highlighting* checkbox toggles syntax highlighting on and off. This checkbox determines the default appearance of the HTML code that the user sees when opening the *Source Editor*. To override it, click the *Detailed syntax highlighting*, *Turn syntax highlighting off*, *Highlight Media & Links* and *Highlight URLs* buttons (see page 532), respectively.

- The color fields below the checkbox show the default colors used for syntax highlighting and let you select a custom color for an HTML code element of your choice. Clicking a field opens the Apple color wheel to let you pick a screen color.

Printing Preferences

The *Printing* dialog box controls the default formatting options used in hardcopy printouts of the HTML source code.

Use these options to override the default settings for hardcopy printouts.

Use these options to select a custom font and style for JavaScript code printed in hardcopy.
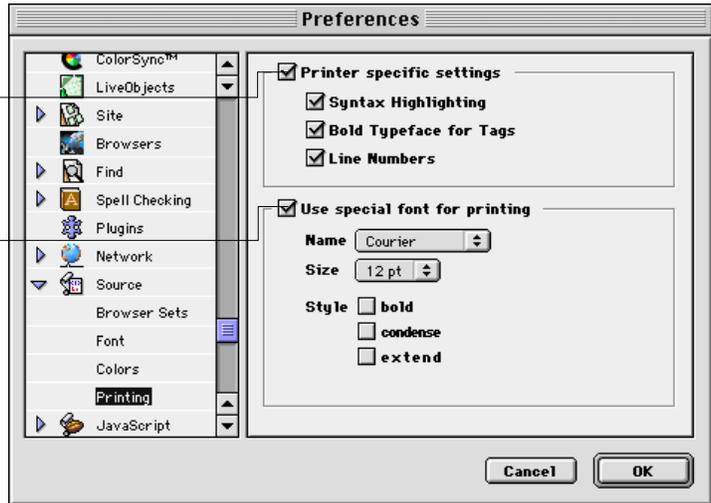
The *Printing* dialog box contains the following options:

- The *Printer specific settings* section lets you format the hardcopy printout by adding the color attributes used for syntax highlighting (only useful on color printer), use bold typeface for HTML tags to make them stand out, and add line numbers to make individual lines of code easier to refer to. If you don't use these options to override the default font styles, the format of the printout will follow the screen display preferences.
- The *Use special font for printing* section lets you apply a custom font and style options to hardcopy printing.

Automating Operations Using AppleScript

The Adobe GoLive *Source Editor* can be controlled using AppleScript, the powerful scripting language developed by Apple Computer to automate repetitive tasks on the Macintosh. Scripting enables experienced users to add a complete suite of specialized HTML formatting commands to the basic editing functionality of the *Source Editor* and to build pages automatically.

Adobe GoLive's AppleScript Dictionary

Click here to view an AppleScript command. —
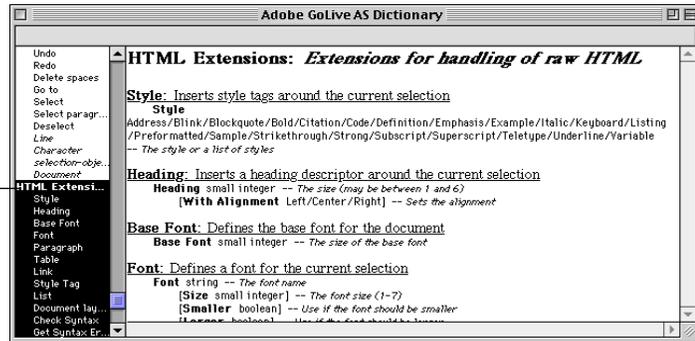
The following sections outline how Adobe GoLive's *Source Editor* works with AppleScript to automate tasks.

To use AppleScript, you need the AppleScript extension installed in your Extensions folder as well as the Script Editor, which is usually installed in the AppleScript folder within the Apple Extras folder on your hard disk.

You also need a working knowledge of AppleScript to use the following script command reference to your advantage. For instructions on how to use AppleScript, please refer to the appropriate documentation available from Apple Computer, Inc.

Containers

If the user doesn't specify any container, the script addresses the document with the active window. If this document is not in HTML mode, the script automatically switches to HTML mode. Scripts can also address a particular window or document directly, using either its position on screen or its name.

Lines, Characters, and Selections

The *Source Editor* window contains *Line* and *Character* objects. These objects represent physical lines or characters, which can be addressed as single entities or in groups. You can use the standard AppleScript syntax to address lines and characters:

> Line 1
> Character 1234
> the last Line
> Characters 10 thru 20 of Line 11.

The *Character* object exists either at the document or line level. At the document level, it refers to a single character within the document, starting at position 1. At the line level, it refers to a single character on the specified line, starting at position 1. Both the line and column or character specifications start at position 1.

The *Selection* object reflects the current selection. The selection is invalid if nothing is selected. This sets the *Is Visible* property of the selection to *false*.

You can create a selection in many ways—for example, by manipulating the *Starting Point* or *Ending Point* properties of the *Selection* object or by using the *Select* command. The *Select* command requires a line or character object or a from/to specification such as "from {line,column} to {line, column}". All *Paste* operations select the pasted text by default.

To delete the current selection, use the *Delete Selection* or *Delete* commands; the *Deselect* command cancels the current selection.

All objects have *Property Contents* to allow direct access to their content. The *Length* property indicates the number of characters in the object.

Line and *Character* objects have additional common properties. The *Index* property indicates the number of an object, the number of a line, or the position of a character within a document.

Cursor Positioning

The *Position* property is also common to both objects. This property contains a list made up of two elements and uses a {line, column} syntax. There are several ways to specify the cursor position within the editor window. You can use the *Go to* command to place the cursor in a line or on a character. *Go to* expects a *Line* or *Character* object as its function argument:

> Go to Character 1 **of** Line 15
> Go to Line 10
> Go to **the last** Character

A more direct approach to positioning uses the *Line Index* and *Column Index* properties. These properties contain the current line and column, and they can be read out and set:

> Set this Line to 123

Core Elements

Objects

Window

The *Window* object supplies information on a window. It consists of the pertinent document objects.

Bounds	*Rectangle*	*R/W*	*Window size and position.*
Has Closebox	*Bool*	*R/O*	*True if the window has a close box.*
Has Titlebar	*Bool*	*R/O*	*True if the window has a title bar.*
Hide on Deactivate	*Bool*	*R/O*	*True if the window disappears upon deactivation.*
Is Floating	*Bool*	*R/O*	*True if the window is a floating window.*
Is Resizable	*Bool*	*R/O*	*True if the window has a growbox.*
Is Zoomable	*Bool*	*R/O*	*True if the window has a zoombox.*
Index	*Long*	*R/O*	*Index of windows in the window list (starts at 0).*
Title	*Text*	*R/O*	*The window name.*
Visible	*Bool*	*R/O*	*True if the window is visible.*

Methods

Close	*Object*	*Closes the specified object (window or document).*
Open	*Object*	*Opens the specified object.*
Save	*document*	*Saves a document.*
[File	*filename]*	*The name of the file to be saved.*
New Document		*Opens a new document.*
Activate Window	*window*	*Activates a window.*

General Text Handling Elements

Document

The *Document* object contains the entire document, including general properties, such as the current selection.

Clipboard	*Text*	*R/W*	*This property allows for accessing the clipboard. It can be used as a function argument for the Insert Text method.*
Contents	*Text*	*R/W*	*The content of the document.*
Length	*Long*	*R/O*	*The length of the text in the document.*
Font Name	*Text*	*R/W*	*The name of the font used.*
Font Size	*Short*	*R/W*	*The size of the font used.*
Font Face	*Enums*	*R/W*	*The attributes of the current font. The list includes the Bold, Italic, Underline, Outline, Shadow, Condense, and Extend elements. You can omit the braces if you want to specify a single attribute only.*
Tab Stops	*Short*	*R/W*	*The tab stop position.*
MIME Type	*Text*	*R/O*	*The MIME type of the document. This function returns "text/html" by default.*
Syntax Highlighting	*Short*	*R/W*	*Selects Syntax Highlighting mode:* *0 - off* *1 - detailed* *Source editor only:* *2 - Links, images, and plugins* *3 - URLs*
Auto Indenting	*Bool*	*R/W*	*Toggles Auto Indenting on and off.*
Line Index	*Long*	*R/W*	*The number of the current line.*
Column Index	*Long*	*R/W*	*The current column.*
Current Line	*Object*	*R/O*	*The current line as a line object.*
Selection	*Object*	*R/O*	*The current selection.*
Status Line	*Text*	*R/W*	*The content of the status line.*

Line

The *Line* object refers to a specific line.

Index	Long	R/O	*The line number, starting at 1.*
Position	list	R/O	*The Position as a list with the {line, 1} syntax.*
Contents	Text	R/W	*The content of the line.*
Length	Long	R/O	*The length of the text on the line.*

Character

The *Character* object refers to a particular character.

Index	Long	R/O	*The position of the character, relative to the beginning of the document at position 1.*
Position	list	R/O	*The position as a list with the {line, column} syntax.*
Contents	Text	R/W	*The content of the character.*
Length	Long	R/O	*The length of the character (constant 1).*

Selection Object

The *Selection* object exists all the time, even if there is no current selection. The *Is Visible* property indicates whether the selection exists or not. You can modify the selection by changing the *Starting Position* and *Ending Position* properties. Changing the *Contents* property replaces the current selection with the specified text.

Address the *Selection* object through the *Selection* property, not by its name.

Starting Position	list	R/W	*The beginning of the selection.*
Ending Position	Long	R/W	*The end of the selection.*
Is Visible	Bool	R/O	*True if a selection exists.*
Contents	Text	R/W	*The content of the selection.*
Length	Long	R/O	*The length of the text in the selection.*

Methods

Insert Text		*"Text"*	*Inserts the function parameter as text at the current position.*
Insert File		*filename*	*Inserts the specified file at the current cursor position.*
Find		*"String"*	*Searches for the specified string. The result is true if the string has been found. The found string will be selected.*
[Applying		*Option(s)]*	*Applies the specified options. One or more options may be specified. Multiple options must be specified as a list in braces.*
	Available Options:		
	Ignore case		*Distinguishes between uppercase and lowercase.*
	Wraparound		*Wrap around the beginning or the end of the document.*
	From Top		*Start the search at the beginning or the end of the text or the current selection.*
	Backwards		*Search direction is backwards.*
	Word		*Search word by word.*
Replace	*"String"*		*Searches for the specified string and replaces it with another string. The result is true if the string has been found and replaced. The found and replaced string will be selected. If the direct parameter is omitted, the specified string replaces the current selection.*
	Using	*"String"*	*The string used for replacing.*
	[Applying	*Option(s)]*	*Applies the specified options. One or more options may be specified. Multiple options must be specified as a list in braces.*
	Available Options:		
	Ignore case		*Distinguishes between uppercase and lowercase.*
	Wraparound		*Wrap around the beginning or the end of the document.*
	From Top		*Start the search at the beginning or the end of the text or the current selection.*
	Backwards		*Search direction is backwards.*
	Word		*Search word by word.*

Undo			*Undoes the last changes.*
Redo			*Restores data to the state before the last Undo action.*
Delete		*Object*	*Deletes the specified object, which may be the selection object, a line, or other. If the object is not specified, it deletes the current selection.*
Select		*Object*	*Makes a selection. The specified object may be a suite of lines or characters—for example, "Lines 3 thru 7".*
	From	*List*	*The selection may be specified using two lists with a {line, column} syntax at the beginning and end of the selection.*
	To	*List*	
Select paragraph			*This command searches a blank line before and after the current line and selects the text between the two blank lines and the subsequent blank line, positioning the cursor on the blank line. In the example given below, the cursor is placed on the line "1st Line". The asterisks mark the lines that will be selected after executing this command.*

<pre>
  1st line
* 2nd line
* 3rd line
* 4th line
  etc.
</pre>

	[Between	*Object]*	*As an option, the selection can be confined to particular lines by specifying a range explicitly. Example: "Select Paragraph Between Lines 3 thru 5".*
Deselect			*Cancels the current selection.*
Go to		*Object*	*Sets the current position to the specified line or character object.*
Delete spaces			*Deletes all spaces and tabs from the current position to the end of the line or to the next character that is neither a space nor a tab.*

HTML Extensions

Methods

The following methods wrap the current selection in a start tag and end tag of a specified type. Multiple tag types can be specified using a list. The following types are supported:

Style	Tag Type
Address	<ADDRESS>selection </ADDRESS>
Blink	<BLINK>selection </BLINK>
Blockquote	<BLOCKQUOTE>selection </BLOCKQUOTE>
Bold	<B>selection </B>
Citation	<CITE>selection </CITE>
Code	<CODE>selection </CODE>
Definition	<DFN>selection </DFN>
Emphasis	<EMP>selection </EMP>
Italic	<I>selection </I>
Keyboard	<KBD>selection </KBD>
Listing	<LISTING>selection </LISTING>
Preformatted	<PRE>selection </PRE>
Sample	<SAMP>selection </SAMP>
Strikethrough	<S>selection </S>
Strong	<STRONG>selection </STRONG>
Subscript	_{selection}
Superscript	^{selection}
Teletype	<TT>selection </TT>
Underline	<U>selection </U>
Variable	<VAR>selection </VAR>

Style Tag		*"String"*	*The general form of the Style method uses the specified text as a tag. You can also specify attributes:* *Style Tag "A HREF=#Marker"* *<A HREF=#Marker>selection </A>*
Heading		*Size*	*Formats the current selection as a header. Size may range between 1 and 6.*
	[with Alignment] *Left* *Right* *Center*		*Alignment options:* *Left* *Right* *Center*
Paragraph		*[Align]*	*Inserts a P tag at the current cursor position.*
	Left *Right* *Center*		*Alignment options:* *Left* *Right* *Center*
Base Font		*Size*	*Inserts a BASEFONT tag at the current cursor position. Size may range between 1 and 7.*
Font		*["Name"]*	*Wraps the current selection in a FONT tag. The name attribute is the font name.*
	[Size	*Word]*	*Font size. This size ranges between 1 and 7.*
	[with Smaller]		*Reduces visible font size by using a negative relative size. Assumes -1 if not specified.*
	[with Larger]		*Reduces visible font size by using a positive relative size. Assumes +1 if not specified.*
List		*Art*	*Formats the current selection as a list. The following list styles are available*
			Orderednumbered list (OL) *Unorderedsimple list (UL) Definition definition list (DL/DD)* *Termdefinition list (DL/DT)* *Directory* *Menu*
	[Type	*type]*	*The type of bullet can be specified for simple and numbered lists:*
			Simple lists: *Discsolid bullet* *Circlehollow bullet* *Squaresolid square*

			Numbered lists: *Arabic* *Upper roman* *Lower roman* *Upper alpha* *Lower alpha*
Table		*["Title"]*	*Formats the current selection as a table, converting an optional title into a CAPTION tag. Each selected row is converted to one or more table cells.*
	[Separator	*"character s"]*	*Each row consists of one or more cells separated by the specified character. Common separators include the comma or tab character. If the number of columns has not been specified explicitly, the script determines the maximum number of entries in any one line of text within the highlighted section. Example: The following lines create a table with three cells per row when specifying "," as a separator:* *One* *Two,three* *Four,five,six* *Seven,eight*
	[Rows	*Word]*	*Row count. If the specified row count exceeds the maximum number of cells that can be generated out of the text, the script generates blank cells.*
	[Columns	*Word]*	*Column count. If the specified column count exceeds the maximum number of cells that can be generated out of the text, the script generates blank cells. Specifying the number of columns prohibits the script from determining table width, provided a separator character has been defined.*
	[Border	*Word]*	*Specifies the border width of the table.*
	[Cell spacing	*Word]*	*Specifies inter-cell spacing.*
	[Cell padding	*Word]*	*Specifies the cell padding.*
	[Width	*Text]*	*Specifies table width. Table width must be entered as text in order to allow for values such as "50%."*
	[with Heading]		*Specifying this parameter formats the first row of the table as a table header.*

Link		*"URL"*	*Defines the current selection as a hyperlink, using the parameter as the destination URL.*
Document layout		*["Title"]*	*Converts the current document to HTML, inserting HTML, HEAD, and Basic Tags and entering an optional title in a TITLE tag within the HEAD section. The BODY tag can be modified using a variety of options:*
	[Background	*"URL"]*	*Specifies the background image.*
	[Background color	*"Color"]*	*Specifies the background color of the page.*
	[Text color	*"Color"]*	*Specifies text color.*
	[Link color	*"Color"]*	*Specifies link color.*
	[Visited link color	*"Color"]*	*Specifies the color of links already viewed.*
	[Active link color	*"Color"]*	*Specifies the color of the active link.*
	[Heading	*"Text"]*	*Inserts the specified text as a header into the Body section using an H1 tag.*
	[Load script	*"Text"]*	*Uses the text as a script for the ONLOAD attribute. (After the script has been run, the previous first line of the document is the current line.)*
Check Syntax			*Verifies the syntax of the HTML document, returning the number of any error found.*
Get Syntax Error	*Index*		*Get syntax error uses an index between 1 and the number of the error found. The faulty code element is highlighted and the error description is displayed in the status line. The following error codes may be returned:*
			0 - Invalid error index
			1 - Tag expected but not found
			2 - Found end tag without start tag
			3 - No end tag found for specified tag
			4 - Tag end character ">" expected but not found
			5 - Found attributes in an end tag
			6 - Specified tag has no end tag
			7 - Required attribute not found
			8 - Attribute value not found
			9 - Attribute does not support values

10 - Value specified without attribute

11 - Illegal color code

12 - Value is not a number

13 - Use "&" instead of "&"

14 - End of file

Warnings

15 - Tag not supported in selected browser version

16 - Attribute is not …

17 - Unknown or unsupported attribute value

18 - Unknown or unsupported HTML special character

19 - Tag is specific to Adobe GoLive

20 - Attribute is …

21 - Attribute value is not …

Chapter 14   Previewing Your Work

This chapter describes Adobe GoLive's previewing functionality, covering both the built-in *Preview* module and browser-based previewing.

General

Adobe GoLive's *Preview* module lets you preview your work and test your links without launching an external application, giving you a very realistic visual impression of your page layout.

A typical Preview screen appears below.

The Preview Screen

Click Preview to launch Adobe GoLive's unique previewing mode.
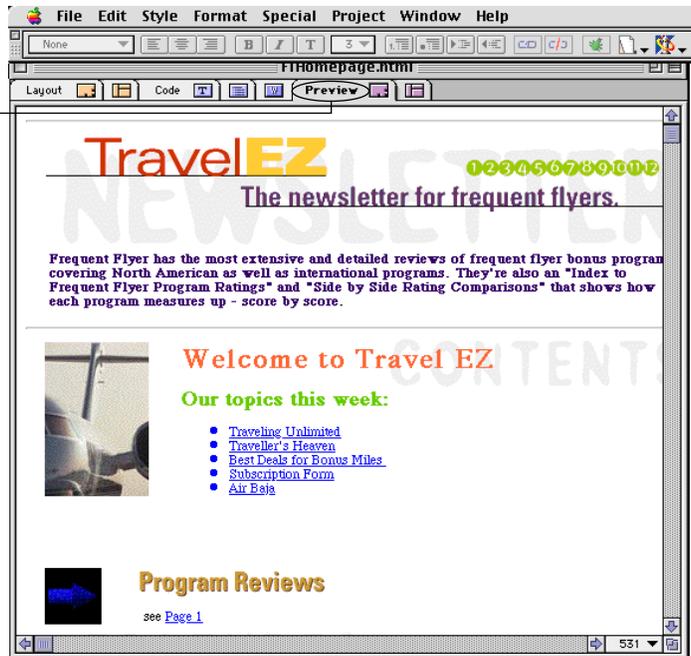
Beyond the built-in *Preview* module, Adobe GoLive features a shortcut button in the toolbar that launches one or more user-selectable browsers.

Standard Previewing

You can set the width of the visible area in the popup menu in the lower right corner of the layout window to ensure that your page is not too wide for your audience.

```
         50
         100
         200
         520
         580 (14" Monitor)
         780 (17" Monitor)

         Window Settings...

     •   580
```
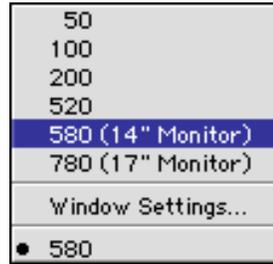
⚠️ We recommend a width of 580 pixels because it is unlikely that users have a viewing area smaller than a 14- inch monitor.

Using the Built-In Preview Module

You can check your work at any time by launching the *Preview* mode, regardless of the editing mode you are using.

Adobe GoLive will either show you a "still photo" preview for plain pages or an animated preview if your page contains QuickTime movies, animated GIFs, or any other of the plugin media items supported. What you see closely resembles your page as finally published on the Web.

⚠️ To use the *Preview* mode, the *Preview Module* must be enabled in the preferences. (See *Using the Modules Manager* on page 8 in Chapter 1, *Welcome to Adobe GoLive*.)

To preview your page without launching a Web browser, proceed as follows:

1   Click the *Preview* tab in the document window and wait for Adobe GoLive to build the page display.

2   Scroll the *Preview* to check your page layout.

3   Click all hot spots on your page to test the links.

    Notice the "hand" shape the cursor assumes when you move it over a hot-spot area.

4   Unlike a browser, Adobe GoLive will open each referenced page in a window of its own.

Testing Links in Preview Mode

Welcome to Tra

Our topics this week:

- Traveling Unlimited
- Traveller's Heaven
- Best Deals for Bonus Miles
- Subscription Form
- Air Baja

Click hot spots with the "hand" cursor to test your links.

⚠️ Please note that you cannot preview the effects of JavaScript scripts in Adobe GoLive's *Preview* mode.

Using Browsers for Previewing

Previewing your pages using browsers is another option that Adobe GoLive offers. You need to use browsers, for example, to find out about potential browser differences; you also need browsers if your pages contain JavaScript scripts, DHTML, Macromedia Shockwave animations, or other items Adobe GoLive doesn't provide native support for.

Adobe GoLive's toolbar features a *Browser Launcher* that can be configured to launch one or more browsers with a single mouse-click.

Using the Browser Launcher

The following screenshot shows the Browser Launcher when it is configured to launch two or more browsers.

The Browser Launcher in the Toolbar

This button toggles between the document window and the *Site Window.*

Click the generic Launch Browser(s) button to launch all selected browsers …

… or select one from the Launch Browser(s) popup menu.

Netscape Navigator™ 4.04
Internet Explorer 4.0

To preview your page with your favorite Web browser(s), proceed as follows:

1 Click the *Launch Browser(s)* button in the *Toolbar* to launch all selected browsers successively, or choose the desired browser from the *Launch Browser(s)* popup menu.

2 Wait for Adobe GoLive to launch the browser, which will build the page display.

3 View your page and switch to the next browser when finished.

As an alternative, you can choose the following menu commands to preview your page with your favorite Web browser(s):

Selecting the Show in Default Browser and Show in Browser Commands
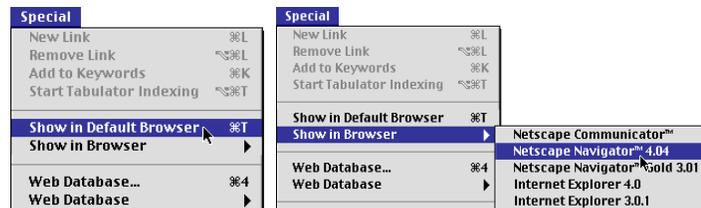
1 The *Show in Default Browser* command launches all selected browsers. It is equivalent to the *Launch Browser(s)* button in the *Toolbar*.

2 The *Show in Browser* command and submenu launch a particular browser equivalent to the *Launch Browser(s)* popup menu.

Customizing the Browser Launcher

Adobe GoLive lets you customize the Browser Launcher by enabling and disabling browsers or adding new browsers.

To add a new Web browser, proceed as follows:

1 Check to make sure that the desired browser is installed on your hard disk and that all plugins you need for previewing are placed in its *Plugins* folder (or any other location your browser uses as a repository for multimedia extensions).

2 Go to the *Edit* menu and choose *Preferences*.

3 If necessary, scroll the preferences groups scroll box at the left side of the dialog box until the *Browsers* icon appears.

Selecting a Browser in the Browsers Preferences Dialog Box

Click here to enable or disable a browser.

Click the Browsers icon to view the Browsers preferences. (Scroll the scroll box at the left side to reveal the icon, if necessary.)

Click Remove to delete a selected item from the browser list.

Click Find All to search your hard disk for brows-

Click Add to add more browsers to the list.
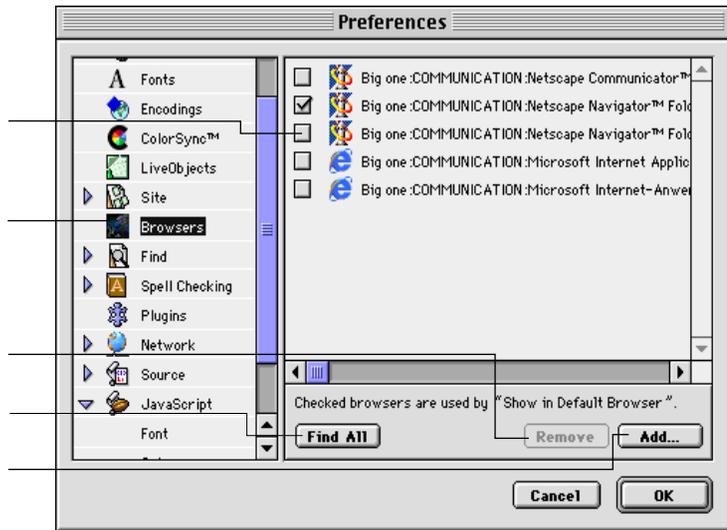
4 Click the *Browsers* icon to open the browser preferences.

5 Click *Find All* to let Adobe GoLive add all browsers on your hard disk to the browser list.

6 Click *Add* to select one or more Web browsers in the subsequent dialog box.

7 In the *Add Browsers* dialog box, click to select an application from the list box in the upper left corner.

8 Click *Add* to add the selected application file to the *Select items to add…* list.

The Add Browsers Dialog Box

Click to select a browser from the list box.

Click Add to select.

Click here to change your selection.

Click Remove or Remove All to deselect browsers.

Click Done to confirm your choice.
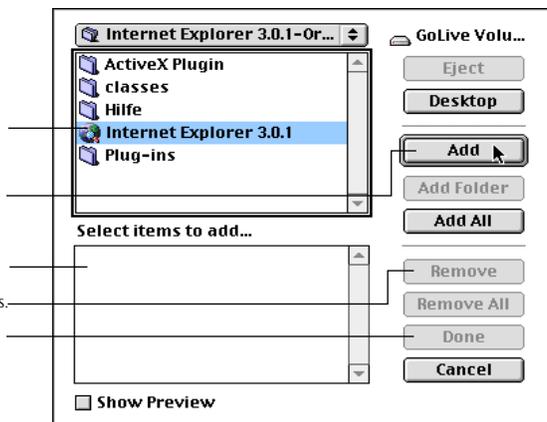
9   To modify your selection before appending it to the browser list, click *Remove* to delete a selected browser from the *Select items to add…* list, or click *Remove All* to remove all browsers from the list.

10   When you are finished selecting, click *Done* to let Adobe GoLive add the selected applications to the browser list.

To disable or enable a Web browser, proceed as follows:

1   Go to the *Edit* menu and choose *Preferences*.

2   If necessary, scroll the preferences groups scroll box to the left of the dialog box until the *Browsers* icon appears.

3   Locate the desired application in the browser list and check its status: A browser is enabled if the checkmark appears to the left of its icon.

Please note that most browsers only allow one version to be open. You can't open Netscape Navigator 3 and 4 at the same time, but you can open Netscape Navigator and Microsoft Internet Explorer.

4   Click the checkmark to disable that browser, or click the empty space to enable it.

5   Click *OK* or press the Return key to return to the document window.

Notice the shape of the *Launch Browser(s)* button in the toolbar: When two or more browsers are selected in the *Browsers* preferences, a generic browser icon appears in the toolbar. When only a single application is selected, the program icon of that browser appears in the toolbar.

Viewing Document Statistics

Adobe GoLive also lets you view general document information and predict the approximate time your page will need to download.

To view the statistics of the current document, proceed as follows:

1 Go to the *Special* menu and choose *Document Statistics*.

2 The subsequent window displays general document information and the estimated download times, depending on the speed of the site visitor's Internet access.

The Document Statistics Window
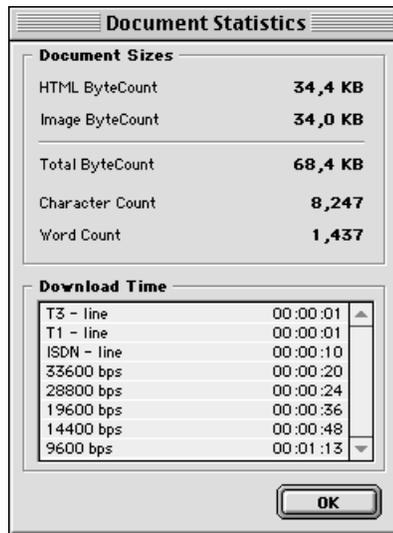
Please note that the predictions made in this window are rough estimates that are achieved only under a well-defined set of circumstances. Conditions beyond the Web publisher's control, such as heavy traffic on the network and Web server overload, may cause real-life download times to deviate substantially. The byte counts do not include media such as QuickTime or sound because they may be configured to start playing before they are fully downloaded.

Chapter 15   Find & Replace

This chapter describes Adobe GoLive's powerful *Find & Replace* tool and gives instructions on how to use it in the most efficient manner.

General

With Adobe GoLive's intelligent *Find & Replace* tool, you can find and replace text and HTML code elements in any text or HTML file throughout your hard disk or any volume currently mounted on your desktop. A complete set of search options on the *Find & Replace* tab—such as global search, foreign language support, cyclic search-ing, and regular expressions—makes retrieving information and up-dating files a snap—even within a complete Web site. The second tab, *Search in Site Index*, contains the built-in index search tool; it in-teracts with Adobe GoLive's site management environment to let you simulate the behavior of your site with respect to Web search en-gines. The third tab, *Find File*, lets you find files in a site window.

Find & Replace shows hits in document windows, if desired.
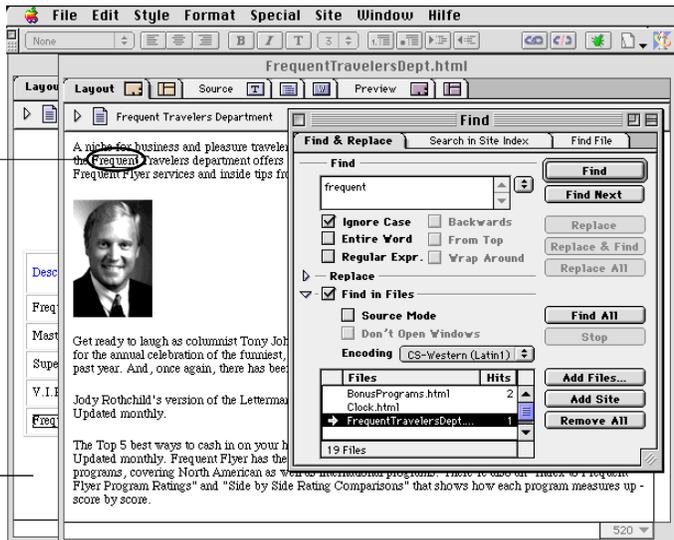
Find & Replace can stack windows with hits while you are searching multiple files.

Shown above is a typical screen—with the *Find* dialog box in the foreground and windows with matches stacked "tile-style" in the background.

Adobe GoLive can also search for text in non-HTML documents, in which case the *Source* mode displays matches.

Chapter Overview

The major sections of this chapter give detailed instructions on how to use the different options available in the Find dialog box. The first five sections deal with the basic tools offered by the *Find & Replace* tab of the *Find* dialog box:

- The *Local Search* section, starting on page 573, describes how you can use the *Find* dialog box and its options in a single document. It also explains the *Find Next* and *Find Selection* menu commands, as well as *Drag & Drop Searching*.

Tabs in the Find Dialog Box

Click the Find & Replace tab to access the basic and advanced search options.

Click the Search in Site Index tab to access the index-based search options.

Click the Find File tab to access the file search options for the Site window.
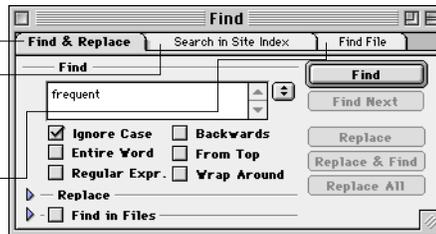
- The *Global Search* section, starting on page 576, outlines how the *Find* dialog box lets you find text and HTML code in selected files or throughout a site.

- *Local Find & Replace*, starting on page 578, explains how to find and replace text and HTML code in a single document using the *Find* dialog box.

- The *Global Find & Replace* section, starting on page 580, illustrates how you can find and replace text and HTML code in selected files or throughout a site. It also covers the *Replace, Replace & Find Next*, and *Replace All* menu commands.

- *Wildcard Search*, starting on page 583, describes how you can use Adobe GoLive's advanced search options to find and replace varying patterns of text and HTML code. This section includes common examples and a complete reference of the wildcard characters that Adobe GoLive supports.

Two additional sections deal with the tools residing in the *Search in Site Index* and *Find File in Site* tabs of the *Find* dialog box:

- *Index Search*, starting on page 587, describes Adobe GoLive's index search tool, which simulates a Web search engine.

- The *Find File* section, starting on page 592, discusses Adobe GoLive's *Find File* tool, which finds files in the *Site Window*.

Local Search

When you are searching for text locally in the current document, *Find* acts just like the same tool in a word processor or basic text editor. You can use *Find* in the *Layout*, *Outline,* or *Source* modes.

Finding Text

Click here to type in the text you want to search your document for.

Use these options to define what type of text element to search for and how.

Use the search history popup menu to select text from previous searches.

To search the current document for text, proceed as follows:

1 Go to the *Edit* menu and choose *Find* …, or press Command-F to open the *Find* dialog box.

Choosing the Find Command from the Edit Menu

2 Type in the text you want to search your document for in the *Find* text box, search for selected text (see page 575), or use drag & drop searching.

Alternatively, if you are looking for text that you have searched for previously, you can choose an item from the search history popup menu to the right of the *Find* text box.

Previously Used Search Strings in the Search History Menu

Previously used search strings appear at the top of the search history menu.
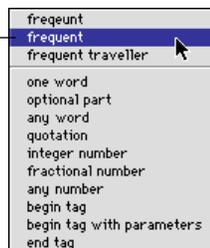
3 Check the *Ignore Case* checkbox if you want to disable case-sensitive searching.

Ignore Case lets you find words with uppercase and lowercase letters, enabling you to find, for example, both *Frequent Traveller* and *frequent traveller*.

4 Check the *Entire Word* checkbox if you want to find complete words only, or leave the *Entire Word* option unchecked to include word fragments—for example, *Freq* in *Frequent* and *Frequency*.

5 Check the *Regular Expressions* checkbox if you want to enable wildcard search and have Adobe GoLive add a selection of wildcard search options to the search popup menu (the menu to the right of the *Find* text box). For more information on wildcard searching, please refer to the section *Wildcard Search*, starting on page 583.

6 Check the *From Top* checkbox if you want to start searching at the top of your document.

7 Check the *Wrap Around* checkbox if you want to let Adobe GoLive restart the search at the top after it reaches the end of the document.

8 Check the *Backwards* checkbox if you want to search your document from the current cursor position toward the top of your document. This will change the *From top* option to *From bottom*.

9 Click the *Find* button to start searching your document.

10 Adobe GoLive will highlight the first match, if any, and move the *Find* dialog box to the background. (See page 593 for instructions on how to keep the window in the foreground.)

11 To continue searching, use the *Find Next* command described below.

Find Next

The *Find Next* command is a shortcut that allows for carrying on with the last search without reopening the *Find* dialog box or moving it to the foreground.

To find the next match with the *Find* dialog box closed or moved to the background, proceed as follows:

Choose the *Find Next* command from the *Edit* menu or press Command-G.

Searching Selected Text

This feature is a shortcut to simple search, available in the *Layout*, *Source*, and *Preview* modes (not in *Outline* mode). It allows for searching selected text without opening the *Find* dialog box.

Adobe GoLive will start looking for selected text at the current cursor position. The selection must be located within a paragraph.

To search the current document for selected text, proceed as follows:

1   Select the desired text in your document.

2   Go to the *Edit* menu and choose *Find Selection*, or press Command-H, to search the selected text without opening the *Find* dialog box.

3   Adobe GoLive will highlight the next occurrence of the selected text, depending on the current settings in the *Find* dialog box, such as *Ignore Case*.

4   To continue searching, use the *Find Next* command described on page 574.

Drag & Drop Searching

Drag & drop searching lets you select text in the document, drag it onto the *Find* dialog box, and drop it in the *Find* text box.

Drag & Drop Searching

Click and drag the desired text to select it.

Drag the selected text…
… and drop it in the Find text box.

To use the drag & drop search feature, proceed as follows:

1   In the document window, select the desired text.

2   Drag the selected text onto the *Find* dialog box and drop it in the *Find* text box.

3   Click the *Find* button or press the Return key to start searching your document.

4   To continue searching, use the *Find Next* command described on page 574.

Global Search

Global Search permits you to find text and HTML code elements in multiple files, determining exactly which files to search. You can open the *Site Window* and search all files directly, or you can limit the search to individual files or folders.

Drag & Drop Selecting a File for Searching

Click the desired file in the Site window.
Drag a file at the small triangle control to open the Find in Files section, then drag on to the Files list box.

Drag your selection…

… and drop it in the Files list box.
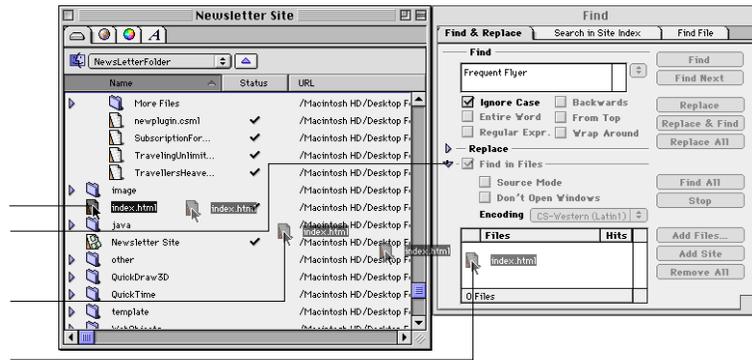
To use *Global Search* and view all matches within documents, proceed as follows:

1   With the *Site Window* open, type in the text you are looking for in the *Find* text box and select basic search options (see page 573), if required.

2   To define the scope of your search more closely, click the small triangle next to the *Find in Files* checkbox to expand the *Find in Files* section of the dialog box.

3   If you want to limit the search to selected files, specify those files now. There are two ways to select files:

-   Click (Shift-click) to select the desired file(s) in the *Site Window* and drag the file(s) onto the *Files* list box at the bottom of the *Find* dialog box (see screenshot above). This will check the *Find in Files* checkbox.

-   You can also drag & drop to select entire folders, selecting all files in those folders in the process.

4   Check the *Source Mode* checkbox if you want to view the matches in source mode, displayed as raw HTML code. Select this checkbox if you want to find individual HTML tags; otherwise Adobe GoLive will only let you find visible content.

5   The *Don't Open Windows* checkbox should be unchecked when finding so that you can see matches. You may want to check it when doing a find & replace.

6   Click the *Find* button to view the first match.

7   Adobe GoLive will show you the first file found containing matching text.

8   Click the *Find Next* button to view the next match in the same or next document.

Alternatively, you can click the *Find All* button to have Adobe GoLive find the desired text in all files you have specified. In the list box, all files with matches will be marked by a number appearing in the hit counter column. When you double-click a file with a hit count, Adobe GoLive will open it and highlight the first match.

The Current File Indicator and Hit Counter in the Files List Box

Numbers displayed in the Hits column indicate the number of matches in the respective file.

The small arrow indicates the file currently being searched.

While Adobe GoLive is searching selected files or folders, it lets you keep track of the search in the *Find* dialog box. A moving arrow in the *Files* list indicates the file currently being searched, while a number appearing behind the file name indicates how many occurrences have been found.

Alternatively, you can do the following to select files:

1   Click the *Add Files* button to check the *Find in Files* checkbox automatically.

2   Select the files you want to search in the subsequent file selection dialog box (see below).

The Add Files Dialog Box

Click to select a file or folder from the list box.

Click Add, Add Folder, or Add All to select.

To change or undo your selection, click an item in the list box, …

…, then click Remove or Remove All.
Click Done to confirm your choice.
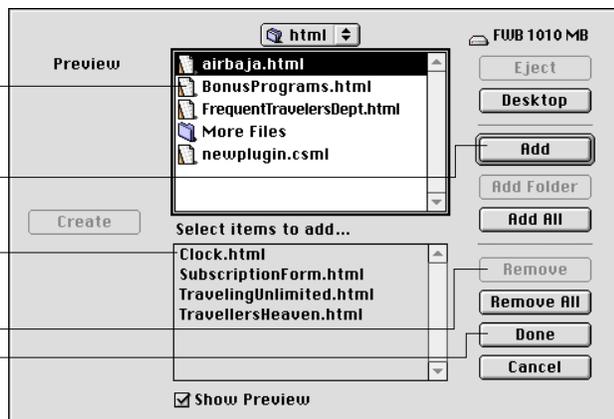
You can also select the entire project and remove individual files afterward:

1   Click the *Add Site* button to select all searchable files found in the *Site Window*.

2   Click to select the files you don't want to have searched and press the Delete or Backspace key to exclude them from the search.

To deselect files, proceed as follows:

1   To remove a selected file or folder, click in the *Files* list box to select it and press the Backspace or Delete key.

2   To remove all selected files or folders, click the *Remove All* button.

You can also drag & drop to add files from the Finder.

Local Find & Replace

Local find & replace lets you find and replace text and HTML code elements in the current document.

You can find and replace items successively and confirm all changes, or "across the board," viewing only the progress of the search.

Local Find & Replace

Click here to type in the text you want to replace in your document.

Use this popup menu to select text from previous searches.

Click here to type in the new text.
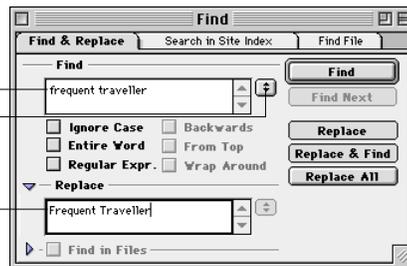
To find & replace text in the current document, proceed as follows:

1   Go to the *Edit* menu and choose *Find* …, or press Command-F, to open the *Find & Replace* dialog box.

2   Type in the text you want to replace in your document in the *Find* text box, search for selected text (see page 575), or use drag & drop searching (see page 575).

Alternatively, if you are looking for text that you have searched for previously, you can choose an item from the search history popup menu to the right of the text box.

3   Check the *Ignore Case* checkbox if you want to disable case-sensitive searching.

4 Check the *Entire Word* checkbox if you want to find complete words only, or leave the *Entire Word* option unchecked to include word fragments, for example, *Freq* in *Frequent* and *Frequency*.

5 Check the *Regular Expressions* checkbox if you want to enable wildcard search and have Adobe GoLive add a selection of wildcard search options to the search popup menu (the menu to the right of the *Find* text box).

Please note that *Find & Replace* is a very powerful tool, especially when used in conjunction with wildcard search. Whenever you use wildcards in the *Find & Replace* dialog, be sure you know what you are doing. We strongly recommend that you leave the *Regular Expr.* option unchecked and refrain from entering wildcard characters, especially when you plan on clicking the *Replace All* button in a global find & replace scenario. Read the section *Wildcard Search* (starting on page 583) carefully to get a better understanding of the wildcard search options.

6 Check the *Backwards* checkbox if you want to search your document from the current cursor position toward the top of your document. The search will stop at the last occurrence of the item you are looking for.

7 Check the *From Top* checkbox if you want to start searching at the top of your document.

8 Check the *Wrap Around* checkbox if you want Adobe GoLive to restart the search at the top of the document.

9 Click the small triangle next to the word *Replace* to expand the *Replace* section of the dialog box, if necessary.

10 In the *Replace* text box, type in the text you want to replace the searched item with, or use drag & drop to select text (see page 575).

Alternatively, if you have replaced text previously, you can choose an item from the search history popup menu to the right of the *Replace* text box.

11 Click the *Find* button to start searching your document.

While searching, Adobe GoLive will successively highlight all occurrences in the current document. Click the *Replace* button in the *Find & Replace* dialog box to replace, or click *Find* or *Find Next* to continue searching without changing a matching item.

Alternatively, click *Replace All* to replace all matches with the text typed into the *Replace* text box.

Global
Find & Replace

Global find & replace is the equivalent to global search, adding the extra capability to replace text and HTML code elements in files throughout your site or selected files, even when they are not in HTML format.

Global Find & Replace

Click here to type in the text you want to search for in your documents.

Use these options to define what type of text element to search for and how.

Click here to type in the new text.

Use these options to select the search mode.

If you are searching foreign-language files, select a script system from this popup menu.
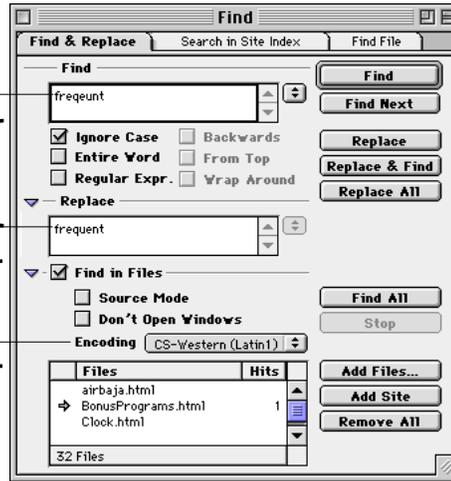
To use *Global Find & Replace* and view all matches within documents before replacing, proceed as follows:

1   With the *Site Window* open, type in the text you are looking for in the *Find* text box and select the basic search options described on page 578, if required.

We strongly recommend that you leave the *Regular Expr.* option unchecked and refrain from entering wildcard characters, especially when you plan on clicking the *Replace All* button in a global find & replace scenario.

2   To define the scope of your search more closely, click the small triangle next to the *Find in Files* checkbox to expand the *Find in Files* section of the dialog box.

3   If you want to limit the search to selected files, specify those files now. There are several ways of selecting files:

-    Click or Shift-click to select the desired file or files in the *Site Window* and drag them onto the *Files* list box at the bottom of the *Find & Replace* dialog box (see screenshot on page 576). This will check the *Find in Files* checkbox.

-    You can also drag & drop to select entire folders, selecting all files in those folders in the process.

- Click the *Add Files…* button and select the files you want searched in the subsequent file selection dialog box.
- Click the *Add Site* button to add all files within your site and customize your selection by deleting individual items.

4 Check the *Source Mode* checkbox if you want to view the matches in source mode, displayed as raw HTML code.

⚠ **Find & Replace is a very powerful tool, especially in source mode. Checking the *Source Mode* checkbox instructs Adobe GoLive to replace any occurrence of the text in the *Find* text box, regardless of whether it is visible document content or HTML code, such as text in a directory path specification. Consequently, if you replace the word "Traveler" in all project files with the *Source Mode* option checked, Adobe GoLive will also replace that word in hyperlinks pointing at a file named, for example, "FrequentTraveler.html," disrupting the links in the process.**

5 Click the small triangle next to the word *Replace* to expand the *Replace* section of the dialog box, if necessary.

6 In the *Replace* text box, type in the text you want to replace the searched item with.

7 Click the *Find* button or press the Return key to start searching your project or selected files.

8 Adobe GoLive will highlight the first match, if any, and move the *Find* dialog box to the background. (See page 593 for instructions on how to keep the window in the foreground.)

9 To continue searching, proceed as follows:
- Choose the *Find Next* command to leave the text unchanged.
- Select the *Replace* command (see below) to change the text.
- Choose the *Replace & Find Next* (see below) command to change the text and move on to the next match.

The Replace Menu Command

The *Replace* menu command is a shortcut that allows for continuing a find & replace operation without reopening or moving the *Find & Replace* dialog box to the foreground.

The *Replace* command is only available if the item searched for was found and is still selected.

To replace the current selection with the *Find & Replace* dialog box in the background or closed, proceed as follows:

Choose the *Replace* command from the *Edit* menu or press Command-R.

The Replace & Find Next Menu Command

The *Replace & Find Next* menu command is a shortcut that allows for replacing the last selection made by a find & replace operation and finding the next occurrence of the item searched for without reopening or moving the *Find & Replace* dialog box to the foreground.

The *Replace & Find Next* command is only available if the item searched for has been found and is still selected.

To replace the current selection and search for the next match with the *Find & Replace* dialog box closed or in the background, proceed as follows:

Choose the *Replace & Find Next* command from the *Edit* menu or press Command-Option-R.

The Replace All Menu Command

To find and replace in all project files or selected files at one time, proceed as follows:

1 Enter text in the *Find* and *Replace* text boxes and select the search options as appropriate.

2 Check the *Don't Open Windows* checkbox when you expect to find matches in more than a few files; otherwise, you may end up with multiple stacked windows.

3 Click *Replace All* to replace all occurrences of the text in the *Find* text box with the text in the *Replace* text box.

The Replace All in Files Alert Box

> ⚠ **Do you really want to replace "freqeunt" by "frequent" in 32 file(s)?**
>
>   [Cancel]   [[OK]]
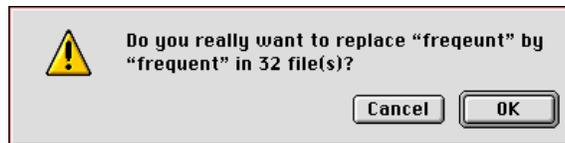
4 Before continuing, you will be prompted to confirm that you really want to replace the text in the *Find* text box. Click *Cancel* if you are not sure, or click *OK* to start replacing (see above).

5 When searching selected files or folders, the program lets you follow the search in the *Find & Replace* dialog box. A moving arrow in the *Files* list indicates the file currently being searched, while a number appearing behind the file name indicates how many occurrences have been replaced.

*The Current File Indicator and
Hit Counter in the Files List Box*

Numbers displayed in the Hits column indicate
the number of matches in the respective file.

The small arrow indicates the file currently
being searched.

You'll receive a warning message if Adobe GoLive is unable to save while searching and replacing in a file. You can choose to cancel the operation or allow Adobe GoLive to continue.

When the find & replace operation finishes, the results will appear in a message.

*The Result of a Find & Replace Operation
Appears in a Message Box*
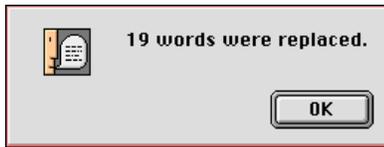
Wildcard Search

Adobe GoLive's wildcard search capability relies on Regular Expressions, a proven technology used in many word processors. Wildcard search goes well beyond the limits of fixed pattern searching to let users find and replace varying text strings at one time.

The Find Dialog with Wildcard Options

Words separated by the "|" bar symbol are
found alternatively.

The search history menu contains editable
search strings with wildcard characters.

Check this option to enable wildcard searching.

The wildcard search also features back-references. When searching for a wildcard search pattern, back-references let you replace text using a generic replace string rather than typing text in the *Replace* text box.

Adobe GoLive's *Find & Replace* dialog provides an easy-to-use interface for wildcard searching, so you don't have to type complex wildcard-loaded search patterns over and over. It adds editable wildcard patterns to the search history menu that let you build complex searches with minimum effort. You can customize the content of this menu in the *Preferences* window.

Web authors may, for example, use wildcard search to find all pairs of start and end tags containing a certain string of text–for example, all occurrences of the Web site owner's name enclosed in headers.

Examples

The following list presents a few examples to demonstrate the performance of the wildcard search mechanisms implemented in Adobe GoLive:

Search String	Finds
Adobe|GoLive	"Adobe" **or** "GoLive"
m(i|a)ll	"mill" **or** "mall"
Adobe (GoLive)?	"Adobe GoLive", if the latter exists, else "Adobe"
</?HTML>	"<HTML>" and "</HTML>"
Ye+s	the word "Yes", containing any number of successive "e" characters, such as "Yes", "Yees", "Yeees", etc.
Michael J[a-z]*	any string beginning with "Michael J", followed by any number of lowercase letters, such as "Michael Jackson", "Michael Jamrosy", and "Michael Jordan"
<H[1-6]>	HTML headers H1 through H6, including "H1", "H2", "H3", etc.
<[a-zA-Z][a-zA-Z0-9]*>	any start tag that has no attributes, such as "<P>", "<b>", "<H2>", "<ImaGe>"
<[a-zA-Z][a-zA-Z0-9]*[^>]*>	any start tag, including those with attributes, such as "<image width=20>"

Using Wildcard Search

To use the wildcard search feature, proceed as follows:

1   In the *Find* dialog box, click the *Regular Expr.* checkbox.

2   Enter a search string consisting of normal text and wild card characters in the *Find* text box.

Alternatively, the search history menu offers a selection of default wildcard search strings to choose from. You can customize the default inventory of search strings that comes with Adobe GoLive in the *Search Preferences* dialog box (see page 595) to meet your needs.

*Wildcard Options in the
Search History Menu*

Editable wildcard search options appear at the
bottom of the search history menu.
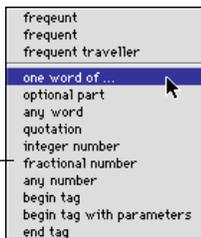
3   Click *Find* to have Adobe GoLive show the first match.

Wildcard Character Reference

The following table lists the wildcard search options that Adobe GoLive offers:

Wildcard Option	Finds	Examples
Wildcards for Single Characters		
.	any single character	
[]	any one of the characters in square brackets	"[0123456789]" finds any digit. "[a-zA-Z]"finds any alphabetical character.
	any one character in a range enclosed in square brackets	"[0-9]" finds any digit.
[^]	any character other than the characters following the caret symbol (^) in the brackets	"[^ab]" finds any character, except for "a" and "b"
\d (or [0-9])	any digit	
\D (or [^0-9])	any character other than a digit	
\w (or [a-zA-Z])	any character	
[a-zA-Z]+	any word	
\W (or [^a-zA-Z])	any character other than alphabetical characters	
\s (or [SPACE+\t])	any white space (SPACE = space key)	
\S	any character other than a white space	
\r	any line break (in HTML source code)	
\t	any tab character, such as indentations in HTML source code	
\x00 - \xff	any character, as identified by its ASCII value	\X43 finds "C"
Quantifiers		
?	The question mark makes the preceding character or string (enclosed in parentheses) optional.	"(Adobe)? GoLive" finds "Adobe GoLive" and "GoLive".

Wildcard Option	Finds	Examples
+	The plus sign finds one or more occurrences of the preceding character or search string in a row.	"a+" finds "a", "aa", "aaa", etc.
*	The star is equivalent to "+", but does not respond with a "not found" message if no occurrences are found.	[0-9]*,[0-9][0-9]+
Other Search String Modifiers		
|	The vertical bar serves as a separator for alternative search strings.	"Adobe|GoLive|4.0" finds "Adobe", "Golive", and "4.0".
()	Parentheses enclose a search string that serves as a definition for quantifiers.	see the description of "?" above
^	In source mode, the caret finds the start of a line. In layout mode, it finds the beginning of a paragraph.	
$	In source mode, the dollar sign finds the end of a line. In layout mode, it finds the end of a paragraph.	

Wildcard Searching Rules

Additional rules apply when searching for wildcard characters:

- Characters that are used to specify wildcard options, such as "?", "\", "[", and "]", must be preceded by a backslash. For example, "\?" finds any question mark.
- The caret serves as a wildcard character only when it precedes a range of characters, such as in "[^A-Z]".
- The dash is not treated as a wildcard character if it precedes a range of characters, such as in "[-ABC]" or "[^-ABC]". At any other location, it acts as a wildcard character indicating a "from…to" relationship.

Using Back-References

If you frequently use wildcard search patterns to find text, you may also want to be more flexible when replacing text. Back-references allow you to replace without specifying clear text. They appear as wildcard strings in the *Replace* text box of the *Find* dialog box, from which they "refer back" to any string that matches a part of the search pattern.

A back-reference consists of a backslash character followed by a number, for example "\1", "\2", and so on. The number refers to a subexpression (enclosed in parentheses) of the wildcard search pattern in the *Find* text box:

- "\1" refers to the first subexpression in the wildcard search pattern. This subexpression starts at the first opening bracket from the left and ends with the complementary closing bracket.

- "\2" refers to the second subexpression, which starts at the second opening bracket from the left and ends with the complementary closing bracket.

When you click the *Replace* button, each back-reference is replaced with the part of the matching text that has been recognized by the subexpression it refers to.

The following example illustrates the use of back-references:

Wildcard search pattern entered in the *Find* text box:

   ((Adobe)*?*Golive*)*

This search pattern finds any occurrence of "Adobe GoLive" or "Golive". (The "?" character makes the "Adobe" enclosed in the second pair of parentheses optional.)

Wildcard replace pattern entered in the *Replace* text box:

   \1 4.0

If the match is "Adobe GoLive", the result is:

   Adobe GoLive *4.0*

If the match is "Golive", the result is:

   Golive 4.0

Index Search

Adobe GoLive features a self-contained search engine based on Apple Information Access Technology (AIAT) and developed by Apple Computer, Inc.

Search Engine Basics

After you publish your site on the Web, Web search engines systematically canvass it for information; these search engines use chunks of information found in your pages to build their own search indices. A search index is essentially a database of single-word entries related to Universal Resource Locators. When you access a search engine with your browser, a form will prompt you to enter a keyword and click a button to start the search. The search engine will then browse its index (or indices if it manages several at a time, such as computers, politics, and sports) and list a selection of more or less close hits on your screen. Hits are listed by order of relevance, that is, how closely the information found in a site's index entries matches the keyword you entered. For example, if you enter *Adobe* and *Golive*, a search engine will list all sites that mention Adobe GoLive as such, plus all that mention the company name *Adobe* or the product name *Golive*.

General

The index search feature resides in the *Search in Site Index* tab of the *Find* dialog box. The screenshot below illustrates the features in this view of the *Find* window.

The Search in Site Index Tab

Click this tab to access the index search options.

Type in one or more keywords to search for.

Select a different encoding for foreign-language

Select a site to be searched.

Select this option to view all hits marked up in an untitled document window when double-clicking a hit in the list box.

Click this button to build an index the first time you use index search on a site.

Click this button to rebuild the index after making changes to pages in your site.

Search results appear in the list box.

Select an option to display hits by relevance.
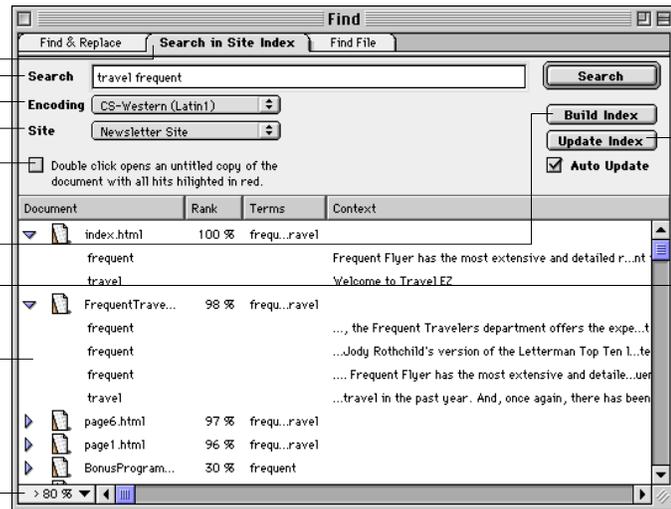
The index search feature lets you simulate a scenario in which a potential visitor enters keywords in a search engine's query to find sites that deal with the same topics as yours. But you will search your own site on your local machine instead of the World Wide Web. By combining typical keywords in different ways, you will be able to estimate whether visitors will reliably find your site when you publish it on the Web using a search engine.

Index search indexes your site and creates an index file named, for example, *Newsletter Site.index* in the same folder as your site document (see example below).

The Site Index File Icon

Newsletter Site.index

Like a real-life search engine, the index search tool is always seeking to keep its index as small and easily searchable as possible. Therefore, it includes only meaningful concepts (for example, nouns, such as "traveler" and "newsletter") and skips "filler" words (articles, such as "the" and "a") when building the index file.

You cannot use the Index Search simulation that AIAT provides to implement a search engine for your site. Site search functionality most commonly is added through a CGI script running on your Web server. Contact your Web master or ISP for information on what site search capabilites are available.

Using Index Search

To use index search, proceed as follows:

1   With a site file opened, choose *Find* from the *Edit* menu to open the *Find* dialog box.

2   Click the *Find in Site Index* tab to access the index search options.

3   If you have opened several site files, go to the *Sites* popup menu in the *Toolbar* (see page 661) and select a site you want to search.

4   In the *Find* text box, type in one or more keywords to search for—for example "frequent" and "traveler"—separated by a space.

Other than Adobe GoLive's basic find tool, index search finds whole words only. This means that you have to enter search strings accurately in order for the tool to find them. Also, index search is not case-sensitive, so entering "Traveler" or "traveler" will yield the same result.

5   If you want to search foreign-language pages, go to the *Encodings* popup menu and select a different encoding. This option changes the encoding used for the *Search* text box to let you enter foreign-language text (if you have the proper system fonts and keyboard drivers installed, such as Apple's *Japanese Language Kit*).

6   Go to the rank popup menu at the lower left corner of the window and select a relevance ranking. This ranking controls the way Adobe GoLive displays hits in the list box at the bottom of the window. The ranks are determined by weighting:

-   *>80%* (greater than 80 percent) includes hits with an 80 percent or better ranking.
    >60% (greater than 60 percent) includes hits with a 60 percent or better ranking.

-   *>40%* (greater than 40 percent) includes hits with a 40 percent or better ranking.

-   *>20%* (greater than 20 percent) includes hits with a 20 percent or better ranking.

-   *All* includes all hits in the list box, regardless of their ranking.

Tip: You can choose any option from the rank menu at any time to rebuild an existing hit list. For example, if you end up with a long list of hits after selecting the *All* option, simply choose >60% to shorten the list.

7   The *Double-clicking opens an untitled copy of the document with all hits highlighted in red* checkbox is explained further below.

8   If this is the first time you use index search on the current site, you can click the *Build Index* button to have Adobe GoLive build a searchable index before starting. You can skip this step because you will be prompted to build an index anyway before the search is started.

9   If you have made any changes to pages in the current site since you have built the index or updated it last, click the *Update Index* button. This rebuilds the site index and ensures that Adobe GoLive finds all information, new and old.

Alternatively, you can check the *Auto Update* option to have the index saved automatically whenever you save changes to a page throughout your site.

10   Click the *Search* button to start searching.

11   Adobe GoLive displays the hits in the list box at the bottom of the *Find* window, listing search results by order of relevance.

Search Results in the List Box

The small triangle control expands or collapses files with hits.

Files with hits are displayed as expandable icons, along with the file name and a relevance ranking.

Hits and their context can be viewed after expanding the file icons.

Double-clicking any hit in the list box opens the document window with the hit highlighted.
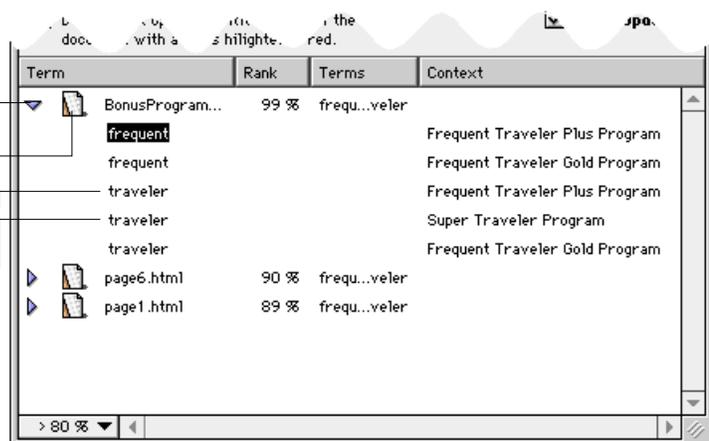
The hit list consists of four columns:

-    The first column lists the files containing hits. Clicking the small triangle control to the left of the file name expands the entry to let you view the hits in more detail. Clicking a hit renames the column to *Term*.

- The percentage in the *Rank* column is the relevance ranking. The closer the ranking is to 100%, the more often Adobe GoLive has found an occurrence of the searched text within a particular document.

- The *Context* column shows surrounding text for each hit. It is only displayed when the files with hits are expanded.

12 Double-click any entry below an expanded file symbol to view individual hits directly in their documents.

Alternatively, by selecting the *Double-clicking opens an untitled copy of the document with all hits highlighted in red* checkbox, you can view all hits in a document at the same time. When you double-click a hit in the list box, Adobe GoLive creates an untitled copy of the document and highlights all hits in red. An example appears below.

An Untitled Document Window with Hits Highlighted

Hits are marked in red throughout the document.
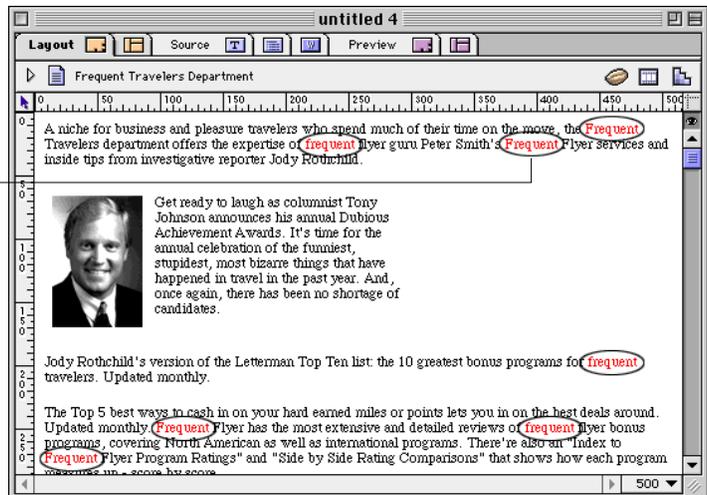
13 Perform index searches repeatedly with different keywords or keyword combinations that are typical for the topic(s) your site deals with. The closer your results are to 100 percent, the more likely it is that search engines will index your site in the way you prefer.

Additional useful tips for making your site accessible appear in the section *Making Your Site Known on the Web* on page 707 in Chapter 17, *Managing Web Sites with Adobe GoLive*).

Find File

The *Find File* tool is a companion window to the *Site Window* that lets you find individual files or "non-file objects" (colors, E-mail addresses) throughout your site. This tool is particularly useful for huge sites with dozens or even hundreds of pages. Instead of scrolling through long file lists in the *Site Window*, you simply enter the full file name, a URL, or a just fragment of either, click *Find*, and let Adobe GoLive do the work for you.

The *Find File* tool also appears when you click the *Find Files in Site* button (see section *The Site Toolbar*, starting on page 615).

The Find File Tab of the Find Dialog Box

Click the Find File tab to access the file search options for the Site window.

Use these options to specify the search more closely.

Type in the name of the file you are looking for in this text box.
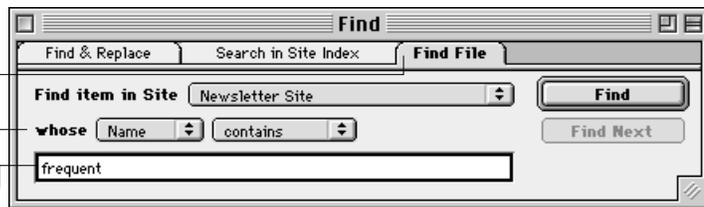
To use *Find File*, proceed as follows:

1   With a site file opened, choose *Find* from the *Edit* menu to open the *Find* dialog box.

2   Click the *Find File* tab to access the file search options.

3   If you have opened several site files, go to the *Find Item in Site* popup menu and select an alternative site you want to search.

4   Go to the *Name* popup menu and choose an option:

   -   The default *Name* option instructs Adobe GoLive to search the site without filtering, allowing you to include "non-file objects," such as URLs, E-mail addresses, and colors managed in your site.

   -   The *URL* option instructs Adobe GoLive to search items by Universal Resource Locator. This option will find any file object that is referenced anywhere on a page throughout your site.

5   Go to the *contains* popup menu and choose an option:

   -   The default *contains* option instructs Adobe GoLive to search for file name or URL fragments.

   -   The *is* option instructs Adobe GoLive to search for complete file name or URL specifications.

   -   The *begins with* option instructs Adobe GoLive to search for file names or URLs that begin with the specified search string.

- The *ends with* option instructs Adobe GoLive to search for file names or URLs that end with the specified search string.

6   In the *Find* text box, type in the full name of the file or URL you are looking for or a fragment of the file name or resource locator.

7   Click *Find* to have Adobe GoLive display the first item in the *Site* window (see example below). If you are searching files the matches will be indicated either in the *Files* tab or in the *Site View* tab, depending on which tab has been activated in the *Site Window* when starting the search option. Other items you are searching for are displayed in the respective tabs. Colors, for example, are displayed in the *Color* tab.

Find File and the Site Window

Find File highlights any item it finds in the different tabs of the Site window.
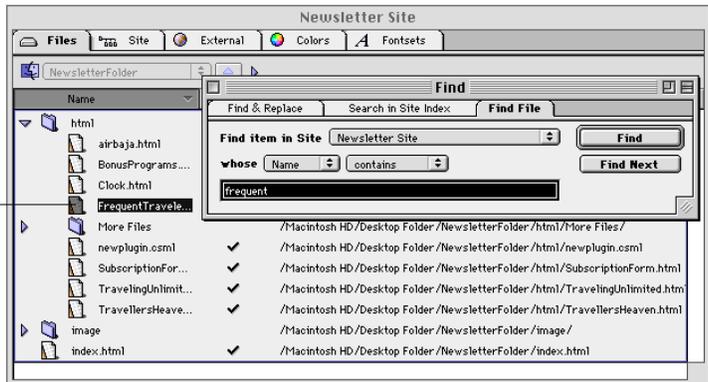
8   Click *Find Next* to see the next item or choose the *Find Next* command from the *Edit* menu.

Find Preferences

The *Find* group of options in the *Preferences* dialog box gives you control over the behavior of the *Find* window and lets you enter default options for wildcard searching. Find-related options reside in two different dialog boxes: *Find* and *Regular Expr*.

The Preferences - Find Dialog Box

The *Preferences - Find* dialog box contains two options that control the behavior of the *Find* window and determine whether Adobe GoLive searches text files in a site when you set the *Find* dialog box to *Source Mode* (see page 576, step 4 and page 581, step 4).

The Preferences - Find Dialog Box

Choose the Find icon to set general preferences.
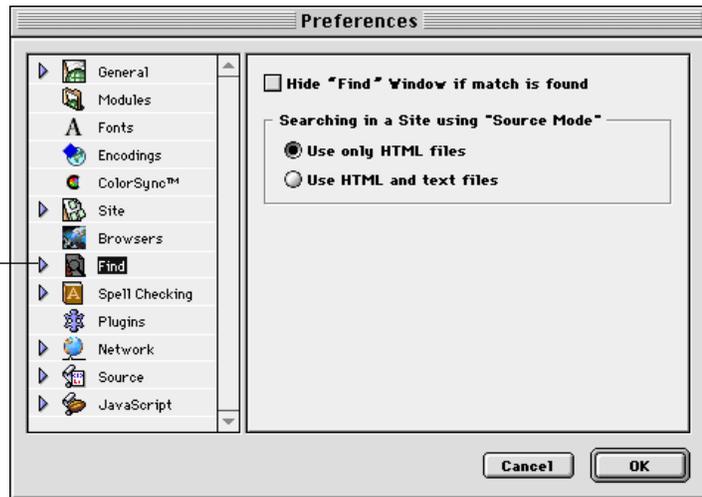
The options in the *Preferences - Find* dialog box have the following effects:

- Selecting *Hide "Find" window if match is found* closes the *Find* window to let you view the match in the document window. Select this checkbox if you prefer using the *Find Next* or *Replace & Find Next* commands.
  Deselecting *Hide "Find" window if match is found* keeps the *Find* window in the foreground. You may have to move the *Find* window to see the match in the document window.

- The radio buttons in the *Searching in a Site using "Source Mode"* section determine how Adobe GoLive deals with text files when you search a site in *Source Mode*:
  - *Use only HTML files* limits the search to Web pages
  - *Use HTML and text files* includes all text files found in a site, such as external stylesheets or JavaScript files

The Preferences - Regular Expr. Dialog Box

The Preferences - Find - Regular Expr. Dialog Box

Choose the Regular Expr. item to set wildcard searching preferences.

The *Regular Expr.* dialog box contains a list of editable wildcard search options that appear in the search history menu of the *Find* window (see page 584).
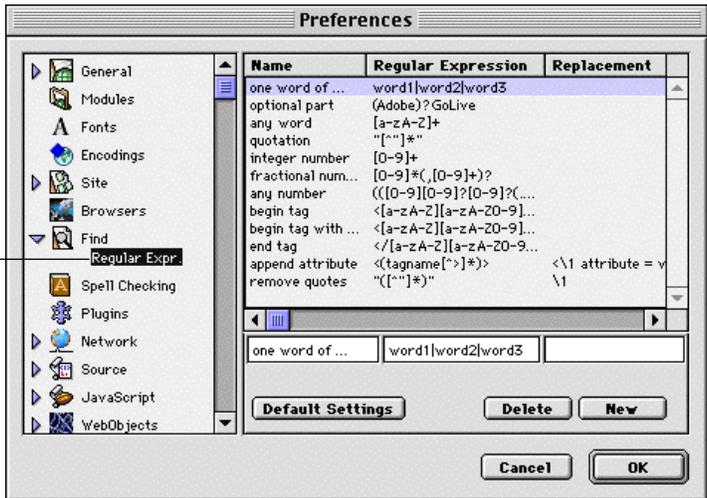
To add more wildcard search strings to the standard inventory, proceed as follows:

1 Click *New*. Place the cursor in the text box below the *Name* list box and type a descriptive name—for example, "any word + GoLive".

2 Move the cursor to the text box below the *Regular Expression* list and type in the new wildcard search string. For example, enter "[a-zA-Z]+ GoLive" to find any word followed by "GoLive".

3 As you type, the list will add the new option.

4 Click *OK* to change the window and save your changes.

To edit an existing option, proceed as follows:

1 Select the option to be edited from within the list and edit it in the two text boxes below.

2 As you type, the list will change the option.

3 Click *OK* to change the window and save your changes.

To delete an existing option, proceed as follows:

1 Select the option to be deleted from the list.

2 Click the *Delete* button.

Chapter 16 Spellchecking Your Work

This chapter introduces the spellchecker–the productivity tool that keeps your site free of misspellings and other errors.

General

In addition to its built-in link parsing and syntax checking functions, Adobe GoLive features a built-in spellchecking tool to help ensure that your text content is 100% error-free when you launch your site on the Web.

Spellchecking Your Work with Adobe GoLive

Select a language from this popup menu.

This pane displays a description of the spelling problem found.

Use this text box to edit the misspelled word, then click the Replace button.

Click the Replace button to accept the first suggestion.

Use this button to add a new word to your personal dictionary.

This list box displays the corrections suggested by the program. Double-click any item to accept a correction suggestion.

Use these buttons to accept a single occurrence or all occurrences of a questionable word for the current session.
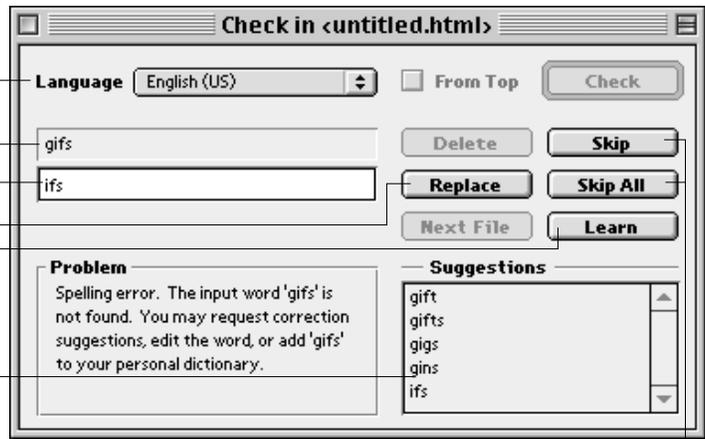
The spellchecker works much like the same tool in word processors. It checks the visible content of the page (ignoring the HTML), letting you change or skip presumed misspellings. Unlike other spellchecking tools, however, Adobe GoLive can spell check an entire site.

Using the Spellchecking Tool

Based on a combined dictionary in the *Modules* subfolder of the Adobe GoLive program folder, the built-in spellchecking tool currently supports three sets of English spelling rules (see Step 2 below).

To spell check your document, proceed as follows:

1 To launch the spellchecking tool, choose the *Spellchecking…* command from the *Edit* menu with either of the following windows in the front:

- The document window in *Layout* view or *Source* view. In either view, you can start spellchecking at the current position, select text to spell check only parts of the document, or click the *From Top* checkbox to start spellchecking at the beginning.

- The *Site Window*.

Please note: Adobe GoLive will not display any document windows in the background while you are spellchecking an entire site. It will only open pages with questionable words.

2 Select a set of spelling rules from the *Language* popup menu.

3 Click the *Check* button to start running the spellchecker.

4 The program will display the first questionable word now, accompanied by a description of the problem and suggested corrections. If you are spellchecking a site, it will open the document with the questionable word.

5 If you are satisfied with the first suggestion, click the *Replace button* to have Adobe GoLive change your text accordingly. If not, double-click a suggestion in the *Suggestions* list box or edit the questionable word before clicking the *Replace* button.

Alternatively, you have three options for accepting questioned words:

- Click the *Skip* button to accept a single occurrence of the questioned word. When finding the next occurrence of that word, the program will prompt you again to correct it.

- Click the *Skip All* button to accept the questioned word for the current session. Any further occurrences of that word will be ignored.

- Click the *Learn* button to add the unknown word to your personal dictionary. This word will be recognized as correct in future. You can edit your personal dictionary in the preferences.

6 If you are spellchecking a site, you can click the *Next File* button to quit spellchecking the current document and go on to the next page.

7 The message *No more errors found* indicates that spellchecking is finished.

8 Click the close box to close the spellchecker window.

Personal Dictionary

If you have used the *Learn* option to add new words, you can edit your personal dictionary in the spellchecking preferences.

Editing the Personal Dictionary

The words you have added are listed here.

Click this symbol to view the spellchecking preferences.

You can delete a selected entry or add new words into the dictionary by clicking one of these buttons.
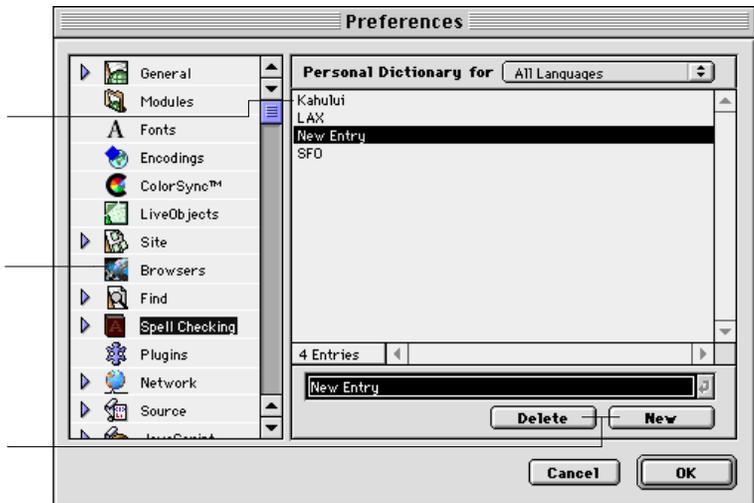
If you have installed additional languages, you can select an option from the *Personal Dictionary for* popup menu and add custom entries.

Additional Languages

To use additional languages, install them by using *custom install* from the Adobe GoLive CD.

Please note that you cannot use more than two languages at the same time. If a third language is installed, the second language (other than your chosen main language), will be automatically disabled.

Chapter 17   Managing Web Sites with Adobe GoLive

Chapter 17 describes Adobe GoLive's visual environment for managing Web sites of any size and provides instructions on how to use its powerful set of tools, including the *Site Window*, the built-in site viewer and designer, the associated tools for site management and maintenance, and the FTP upload tool.

General

Adobe GoLive not only gives you unprecedented control over the creative process but also assists you in assembling your work and keeping it all together.

A variety of powerful visual site management tools built into Adobe GoLive let Web authors keep track of their material with ultimate ease. While you are working your way from the idea to the Web-ready site, Adobe GoLive's advanced site management tools allow you to manage your resources conveniently and efficiently. With Adobe GoLive, you can graphically see and design a site's structure, adjust its hierarchy, add pages, delete pages, and open individual pages, as well as verify, change, and update links.

One of Adobe GoLive's most outstanding features is its capability to monitor the integrity of your hyperlinks and references to image and media files. The *Site Window reports errors*, and a dedicated *Error* tab lets the user troubleshoot faulty links and references immediately.

Site management with Adobe GoLive follows a "one site, one folder" principle. Full integration with the Macintosh Finder ensures direct access to the physical files on your volume. What you see is an exact replica of the folder structure and the files on your hard disk, and whenever you copy, move, or delete a file in the *Site Window,* you can be sure that the same happens in the Finder.

When you are finished building pages and testing your links, Adobe GoLive lets you assemble your material and use FTP to upload it to your Internet Service Provider's server. Adobe GoLive's FTP tool also helps you reduce online time: Once your site is on the Web server, you can either make changes locally and upload only the files you have changed, or edit your site remotely and synchronize your local files with those on the Web server.

Why Manage Web Sites in the Site Window?

Early Web sites consisted of a couple of pages only, but current sites have become extremely complex. Adobe GoLive addresses this development by introducing the *Site Window*— a unique tool that lets the user manage the entire physical content of a folder as a site.

Adobe GoLive's *Site Window* and its integrated management tools save you precious time and effort, especially when you have to handle large sites with multiple files. The following list outlines a few of its benefits:

- Like a window on your hard disk, the *Site Window* eliminates the need to switch back to the Finder to view your files and folders. However, the *Site Window* lets you do more than just view your files in the way they are organized in the Finder.

    It also borrows some basic file management capabilities from the Finder. You can move files by dragging them to other folders, delete files by dragging them to the Trash, and rename files after clicking the file name. For more information, please refer to the instructions in the section *Managing Resources*, starting on page 632.

- It lets you create hyperlinks visually via *Point & Shoot*. Instead of browsing complex folder hierarchies in a file selection dialog, you simply locate the target of a link in the *Site Window* and drag from the source in the document window or the source's *Inspector* to that item.

- The *Site Window* features a link parser mechanism working behind the scenes. This mechanism not only checks the integrity of your hyperlinks and alerts you to potential problems, but it also ensures that all links and references are updated when you move a file to another folder. The link parser does not only monitor HTML pages, but also covers HREF tracks in QuickTime™ movies as well as URLs in Macromedia Flash and Shockwave files.

- It detects "orphan" files outside of the site folder and asks you to copy them.

- It lets you store "non-file" objects for later reuse in your site, such as URLs, E-mail addresses, colors, and fontsets.

- The ability of the *Site Window* to open multiple sites allows you to copy resources from previous projects with drag & drop ease.

Basic Concepts

Before you create a Web site, you already may have an idea how you want to organize your physical files. You start by creating folders to hold your resources—for example, a site folder with subfolders like "html," "image," and so on. This is where Adobe GoLive's site management capabilities help you better organize your files.

Thanks to its seamless integration with the Macintosh Finder, Adobe GoLive can manage any collection of HTML pages and associated resource files as a site, if those files reside in a common folder. It records the structure of that folder in a special file, referred to as the *site document* and identified by a custom icon (see example below). The *site document* is stored in the same folder as HTML pages and resources; this folder is called the *root folder* of the site. Additionally, a data folder is created at the same level as the site folder to hold site-specific stationery and other items. This folder doesn't appear in the *Site Window* because it contains items that don't need to be uploaded to the server. The following screenshot shows both the root folder and its companion data folder.

Root Folder with Homepage, Site Document, and Folders

This is the root folder, as viewed in the Finder.

HTML pages and resources appear at the top level of the root folder or may be stored in subfolders.

This is the homepage of the site, as viewed in the Finder.

This is the site document, as viewed in the Finder.

The companion data folder is at the same level as the root folder. It contains site-specific stationery.

In the Works			
5 items, 1 GB available			
Name	Date Modified	Size	K
Newsletter Site Folder	Yesterday, 3:48 PM	—	
html	Wed, Dec 3, 1997, 4:21 PM	—	
image	Tue, Mar 10, 1998, 12:06 PM	—	
index.html	Tue, Mar 24, 1998, 7:37 PM	65 KB	
Newsletter Site	Tue, Mar 24, 1998, 7:37 PM	65 KB	
newstyle.css	Sat, Feb 21, 1998, 3:56 PM	65 KB	
Newsletter Site Folder.data	Wed, Dec 3, 1997, 4:21 PM	—	
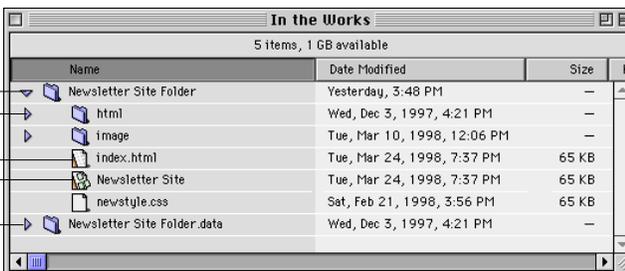
When you create a site document and view the site in Adobe GoLive's *Site Window*, you'll find that it displays an exact replica of the folder structure in the Finder. The following screenshot presents the same site, as viewed in Adobe GoLive's *Site Window*.

The Same Root Folder in the Site Window

This menu indicates the root folder.

Folder symbols in the Site Window represent subfolders of the root folder in the Macintosh Finder.

HTML pages and resources appear as file icons.

This is the homepage of the site, as viewed in the Site Window.

Newsletter Site		
Files	Site	External	Colors	A Fontsets
Newsletter Site f		
Name	Status	URL
html		/Macintosh HD/Desktop Folder/Newsletter Site f/html/
airbaja.html	✓	/Macintosh HD/Desktop Folder/Newsletter Site f/html/airbaja.htm
BonusPrograms.html	✓	/Macintosh HD/Desktop Folder/Newsletter Site f/html/BonusProg
SubscriptionForm.html	✓	/Macintosh HD/Desktop Folder/Newsletter Site f/html/Subscriptic
TravelersHeaven.html	✓	/Macintosh HD/Desktop Folder/Newsletter Site f/html/Travelersh
TravelingUnlimited.ht...	✓	/Macintosh HD/Desktop Folder/Newsletter Site f/html/TravelingU
image		/Macintosh HD/Desktop Folder/Newsletter Site f/image/
index.html	✓	/Macintosh HD/Desktop Folder/Newsletter Site f/index.html

9 items

Chapter Overview

In addition to the preceding introductory sections that address issues of general interest, the present chapter contains ten major parts:

- *Part 20 — Site Management Tools*, starting on page 609, introduces the *Site Window* and its companion inspectors, toolbar, menu commands, and site-specific items on the *Palette*.

- *Part 21 — Creating a Site and Importing Resources*, starting on page 622, details how you create a site document and add or import pages and resources.

- *Part 22 — Managing Resources*, starting on page 632, explains what file management capabilities Adobe GoLive borrows from the Macintosh Finder and tells you how to inspect files, manage stationery and various non-file objects, and edit hyperlinks across the site.

- *Part 23 — Viewing the Structure of a Site*, starting on page 661, spells out how you can view the hierarchy of pages and hyperlinks within your site.

- *Part 24 — Designing a Site*, starting on page 677, describes how to design a site in navigational mode.

- *Part 25 — Site Maintenance*, starting on page 684, discusses Adobe GoLive's troubleshooting tools for hyperlinks and file references.

- *Part 26 — Uploading and Downloading*, starting on page 690, contains instructions for using Adobe GoLive's FTP tool.

- *Part 27 — Post-Publishing Tasks*, starting on page 706, tells you what to do after uploading your site to the Web server.

- *Part 28 — Site Preferences and Options for Advanced Users*, starting on page 708, outlines the customization options that Adobe GoLive's *Site* module offers.

- *Part 29 — Using Adobe GoLive Project Files*, starting on page 722, is a migration guide that explains how to update a project file created with earlier versions so it can be used in Adobe GoLive 4.0.

Part 20— Site Management Tools

Adobe GoLive's site management capabilities rely on the following tools:

- the *Site Window* (see the following section), which is Adobe GoLive's viewer, site designer, and management tool for Web pages and resources
- the *Inspector* (see page 615), the location where you can preview HTML pages and resource files and edit their properties
- the *Site Toolbar* (see page 615), which offers shortcuts to often-used commands
- the commands in the *File* and *Site* menus (see page 617), which contain Adobe GoLive's complete command inventory for site management
- the *Site* tab of the *Palette* (see page 620), which holds generic site elements that can be inserted into the various tabs of the *Site Window* for reuse throughout your site.

The Site Window

The *Site Window* is the key to site management. It allows you to collect and manage your resources using iconized lists of Web pages, text documents, media files, images, Universal Resource Locators (URLs), mail addresses, colors, and fontsets.

Beyond its site management functionality, it alerts you to problems due to broken links and lists dangling resources, lets you access your site on the Web server via FTP, and allows you to manage stationery for your Web pages.

Also part of the *Site Window* is a graphical site viewing and design tool, which allows you to survey the structure of an existing site or design a new one from scratch.

In addition, the *Site Window* is the target for *Point & Shoot*, which lets you link or reference objects in your site with ultimate ease. An example of *Point & Shoot* linking appears on page 651.

Tabs in the Site Window

The *Site Window* features five tabs: *Files, Site, External*, *Colors,* and *Fontsets*.

The Files Tab

The *Files* tab is the key window area to managing your Web site. It is divided in two panes:

- Its left pane holds all "file objects," such as Web pages, images, and media files, Java applets, stand-alone JavaScript files, and style sheets contained in your site, or it lists the physical folders they reside in. What you see is the content of the root folder as an exact replica of the folder structure on your hard disk.

The Files Tab of the Site Window

Click the Files tab to view your site's resources.

This menu lets you navigate through the folder hierarchy of your site folder.

This list shows an exact replica of the files and folders in your site.

As in the Finder, the small triangle control lets you expand and collapse folders in the list.

This list shows "orphan" pages and media files, invalid links, and missing files.

- The right pane of the *Site Window* is a multipurpose area. It has three vertical tabs:
  - The *Errors* tab logs errors by listing invalid URLs or missing files. (Thanks to Adobe GoLive's link parsing mechanism, links usually can be broken only by moving, renaming, or deleting files in the Finder, so you will rarely have to deal with invalid URL errors as long as you manage your files in the *Site Window*.)
    Orphan files may also appear in this tab. Orphans are pages, media files, images, or other file objects that are referenced by a page in your site but don't reside in the site folder. Orphans result when you import pages that maintain links to items outside the site folder.
  - The *FTP* tab displays your site on the Web server while you are connected via FTP. This tab lets you edit files either directly on the server or by making an incremental update, that is, overwriting only those files whose pendants you changed on your local hard disk before connecting to the server.

- The *Extra* tab shows an inventory of stationery you can use to design your site. It also lists component pages that you can embed into pages after inserting a dynamic component from the *CyberObjects* tab of the *Palette* (see page 241 for more information).

The Site Tab

The *Site* tab, also referred to as the *Site View*, is both a structural viewing tool as well as a fully fledged site designer that lets you lay out your site's structure before adding actual content. The following example shows an existing site viewed in the *Site* tab.
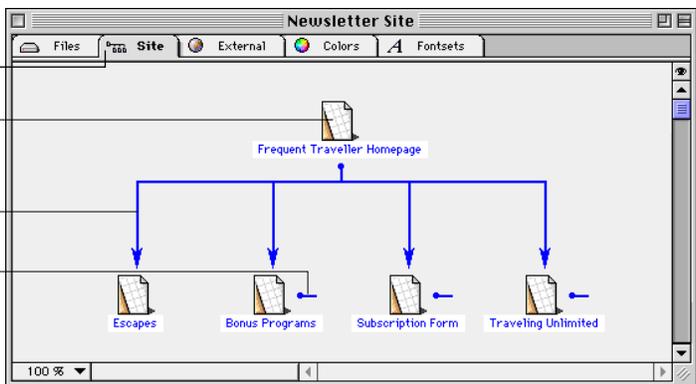
The *Site* tab supports two modes that can be toggled by clicking a button in the *Site Toolbar.* Beyond its viewing functionality, you can use this view to design a site from scratch. This process is very intuitive. You design a new site by adding new pages that you'll fill with content later, using either empty documents or stationery. *Create New Page* live buttons guide you through the design process, letting you choose whether you want to create a new parent page, a child page, or a sibling on the same level.

The *Site* tab also has companion *Inspector* windows that allow you to customize the window to your personal viewing preferences.

The External Tab

The *External* tab stores Web-specific "non-file objects," including Universal Resource Locators (URLs) and E-mail addresses, ready for drag & drop insertion into your pages. You can either add new generic

URLs and E-mail addresses from the *Palette* and hand-edit their content or import existing bookmark files and address books from your favorite browser.

The Colors Tab

The *Colors* tab is a storage location for frequently used colors. You can add new colors via drag & drop from the *Color Palette* and give them custom names.

The *Colors* tab provides a valuable shortcut for coloring content. You can either use the *Colors* tab of the *Site Window* to color objects via drag & drop or turn to the *Site* tab of the *Color Palette*, which lists all the colors you collect in the *Site Window*.

The Fontsets Tab

The *Fontsets* tab stores frequently used fontsets, that is, lists of alternative fonts you want to assign to selected text to override the browser's default display font settings (see section *Font Sets* on page 128 in Chapter 4, *Building Web Pages* for detail). You can add new fontsets via drag & drop from any page that contains a fontset.

The Fontsets Tab of the Site Window

ick the Fontsets tab to view your fontset choices.

This menu lets you navigate through the hierar-
chy of fontset groups.

Your site's fontsets appear here, along with infor-
mation on the fonts contained.

Site Window Controls

The *Site Window* features a complete set of view controls that let you customize the window's appearance to meet your needs. The follow-ing section describes these controls.

Folders and Groups Navigation Menu

The menu in the upper left corner of the *Site Window* enables you to navigate the folder and group hierarchies in the *Files*, *External*, *Col-ors*, and *Fontsets* tabs. Whenever you have double-clicked a folder or group to view its content, this menu allows you to return to higher hierarchy levels.

The Folders and Groups Navigation Menu

Use this menu to navigate the hierarchies of fold-
ers and groups within your site folder.

The root folder or highest level appears at the bot-
tom of the menu.

Whenever you have double-clicked a folder or group to view its con-tent, this menu lets you return to higher hierarchy levels.

Point & Shoot Navigation Button

When you try to link to a file or other item in the *Site Window* but the destination pane shows the content of an another folder, the *Point & Shoot Navigation* button helps you navigate folder hierarchies without interrupting *Point & Shoot*. The *Point & Shoot Navigation* button is active whenever you open a folder in either pane of the *Site Window*. You can drag at the *Point & Shoot Navigation* button to go up one folder level, then continue to the files list and locate the de-sired item.

The Point & Shoot Navigation Button

The Point & Shoot Navigation button allows you
to go up one folder level while using Point &
Shoot.
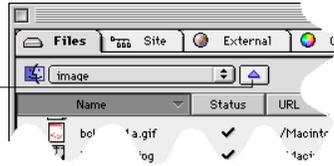
The following example illustrates the use of the *Point & Shoot Navi-gation* button.

Using the Point & Shoot Navigation Button
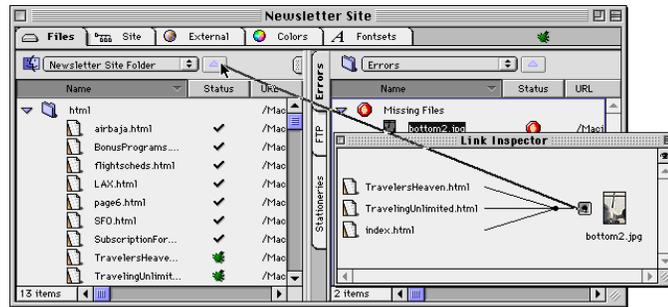
Aspect Controls

Alternating *Aspect Controls* appear in the *Files* tab to let you show or hide the right pane of the *Site Window*:

This small tab appears above the files list when you choose dual-pane display mode—that is, the full view of the *Site Window,* complete with the left and right panes. Clicking this control returns the *Site Window* to single-pane display mode. Click this tab if you don't need the functions in the *Error*s, *FTP,* or *Extra* tabs.

This small icon bar appears in the upper right corner of the *Site Window* when you choose the single-pane display mode. Clicking this icon bar returns the *Site Window* to two-pane display mode.

Site-Specific Inspectors

As in Adobe GoLive's page design environment, the *Inspector* window assists you in your site management tasks. There is one specific *Inspector* for any type of object you select in the *Site Window*:

- The *File Inspector* appears when you select a file object, such as a page, image, or media file. It lets you preview and set general file properties and preview a file's content.

The File Inspector

- There are also dedicated *Inspectors* that display the properties of non-file objects, including URLs, E-mail addresses, colors, and fontsets, as well as containers like folders and groups.
- The *Inspectors* for the *Site* tab of the *Site Window* let you set the viewing options for Adobe GoLive's site viewer and designer tool.

The Site Toolbar

Adobe GoLive's context-sensitive *Toolbar* turns into the *Site Toolbar* while the *Site Window* is the active window. It offers a variety of site management tools for viewing, file and folder management, and FTP access to Web servers. The following screenshot illustrates the shortcut buttons on the *Site Toolbar* when the *Files* tab is open.

The Site Toolbar

Creates a new folder in the Finder.
Opens the selected file or folder.
Deletes the current selection.
Equivalent to Get Info in Finder.
Shows file in Finder.
Opens a Find Files dialog box.

Bidirectional update via FTP.
Connects to Web server via FTP.
Opens Settings panel.
Changes links across the board.
Opens the Link Inspector.
Updates the Site Window.
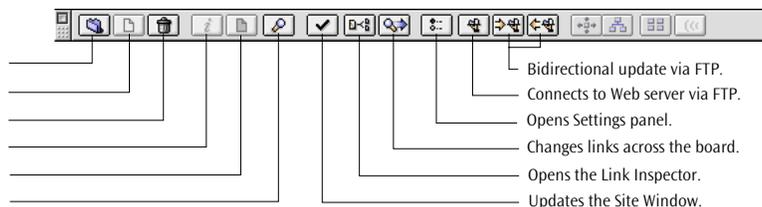
The following list briefly describes the buttons on the *Site Toolbar* that you can use to perform tasks in the *Files* and *FTP* tabs:

The *New Folder* button creates a new folder—both in the *Site Window* and the Finder.

The *Open* button opens the currently selected file or folder.

The *Delete selected item* button moves the currently selected file or folder to the Trash. Before deleting, you will be prompted to confirm.

Equivalent to the *Get Info* command in the Finder, the *Show Information in Finder* button displays the file information dialog.

Equivalent to the *Reveal* command in the Finder, the *Reveal in Finder* button shows the selected file or folder.

The *Find File*s *in Site* button opens the *Find File* tab of the *Find* dialog box (see page 592) to let you search files or folders in your site.

The *Update* button synchronizes the content of the *Files* tab in the *Site Window* with the actual content of the site folder, adding new pages and media files. For the other tabs in the *Site Window*, it scans the pages in your site and adds any E-mail addresses and URLs found to the *External* tab, colors to the *Colors* tab, and fontsets to the *Fontsets* tab. When the root level of the site folder is displayed in the file list of the *Site Window*, clicking this button scans the entire site folder. When a subfolder of the site folder is displayed, this button scans the current subfolder only, ignoring any other folders in the site folder as well as the root level of the site folder.

The *Open Link Inspector* button opens the *Link Inspector* window for the currently selected page or resource file to let you view the links it maintains with other files.

The *Change all references* button opens a dialog box that lets you change all references to the selected file throughout your site. For example, you can click an obsolete image file and specify a new image to replace it on all pages throughout your site.
Use this feature with care; it is extremely powerful and there is no undo option whatsoever.

The *Site Settings* button opens a dialog box with basic site settings, such as homepage info, FTP server settings, and preferences for the Clear Site feature.

The *FTP Server Connect/Disconnect* button opens an FTP session with the server specified using the *Settings…* button described above.

During an FTP session, the *Upload to Server* button updates files on the server, overwriting them with any newer files from the local volume. Use this button to synchronize after editing files on your local volume.

During an FTP session, the *Download from Server* button updates files on the local volume, overwriting them with any newer files from the server. Use this button to synchronize after editing files directly on the Web server.

The following buttons are available on the *Site Toolbar* while the *Site* tab is open:

This button switches to Navigation Hierarchy mode.
This button switches to Link Hierarchy mode.
This button cleans up the Site View.
This button opens the Site Navigator tool.
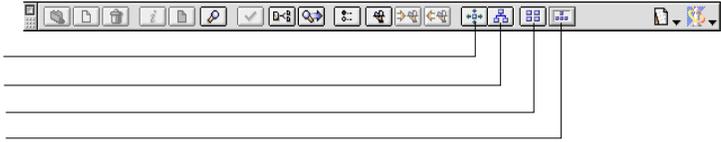
You can use the following buttons on the *Site Toolbar* to perform tasks in the *Site* tab:

 The *Navigation Hierarchy* button switches the *Site View* to *Navigation Hierarchy* mode, where you can design the structure of your site.

 The *Link Hierarchy* button switches the *Site View* to *Link Hierarchy* mode, which is a view-only mode that lets you survey the hierarchy of your site

 The *Arrange* button cleans up the *Site View* if you open it for the first time.

 The *Open Site Navigator* button opens the *Site Navigator* window, which lets you navigate large sites by dragging a marquee.

You should be familiar with these buttons. They will be referred to as shortcuts later in this chapter.

Menu Commands

Two of Adobe GoLive's menus offer site management commands.

The *Site* menu's variety of site-specific commands let you do the following:

- The options in the *New* submenu let you add new items to the *Site* and *Site View* windows. These commands are equivalent to the icons in the *Site* tab of the *Palette*.
- *Add Files…* allows you to copy physical files to your site folder. This command is only available for the *Files* tab of the *Site Window*.
- *Import Files…* enables you to import URLs and E-mail addresses from existing browser bookmark files and address books. This command is only available for the *External* tab of the *Site Window*.

The Site Menu

```
Site
New                    ▶▶▶▶▶▶    Group
Add Files...        ⌘E          URL
Import File...     ⌥⌘E          Address
                               Page
Change References...           Color
In Finder           ▶▶▶▶       Font Set
                        ▼▼
Rescan Root Folder              Reveal Object
Remove unused Items             Show Object Information
Clear "Newsletter Site"         Launch File
Export Site...

Connect to Server
Upload to Server
Download from Server

Settings...         ⌥⌘Y
```
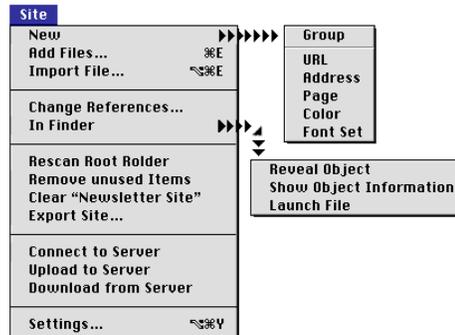
- *Change References…* lets you change hyperlinks or references to an item selected in the *Site Window* in any page throughout your site.

- *Rescan Root Folder* synchronizes the listing in the *Files* tab of the *Site Window* with the actual content of the root folder. This command is context-specific, that is, it changes with the active tab of the *Site Window*:

  - When the *External* tab is open, this menu item displays as *Get References Used*. This command scans the pages in the site for URLs and E-mail addresses enclosed in hypertext links and adds them to the *External* tab of the *Site Window*.

  - When the *Colors* tab is open, this menu item displays as *Get Colors Used*. This command scans the pages in the site for colors and adds them to the *Colors* tab of the *Site Window*.

  - When the *Fontsets* tab is open, this menu item displays as *Get Fontsets Used*. This command scans the pages in the site for fontsets and adds them to the *Fontsets* tab of the *Site Window*.

- *Remove Unused Items* cleans up the site folder by moving unreferenced Web pages and media files to the Site Trash or Finder Trash. This command is context-specific, that is, it changes with the active tab of the *Site Window*:

  - When the *External* tab is open, this menu item displays as *Remove Unused References*. This command deletes unused URLs and E-mail addresses from the *External* tab of the *Site Window*.

  - When the *Colors* tab is open, this menu item displays as *Remove Unused Colors*. This command deletes unused colors from the *Colors* tab of the *Site Window*.

- When the *Fontsets* tab is open, this menu item displays as *Remove Unused Fontsets*. This command deletes unused URLs and E-mail addresses from the *Fontsets* tab of the *Site Window*.

- *Clear Site* opens a dialog box that lets you add items used in pages throughout your site to the respective tabs of the *Site Window* and move unused items to the Site Trash or Finder Trash.

- *Export Site…* lets you assemble your site for uploading.

- The *Connect to Server*, *Upload to Server*, *Download from Server* commands connect to your favorite FTP server to let you upload or download files. These commands are used for the built-in FTP tool in the *Site Window*.

- The *Settings…* command shows basic site settings (homepage information) and lets you make FTP server settings.

The *File* menu contains three commands that are relevant for site management, plus an extra command for downloading Web pages:

- *New Site…* creates a new site document and a site folder with a blank homepage titled *index.html*.

- *Import Site Folder…* lets you import an existing site by selecting a folder. Like *New Site…*, this command creates a new site document. This site document lists the entire content of the imported folder.

- *New Site…* creates (see page 622) a new site document. This command opens a submenu with three commands:
  - *Blank…* creates a new site with a blank *index.html* homepage.
  - *Import Site from Folder…* imports a user-selectable folder and creates a site document from the content of that folder.
  - *Import Site from FTP…* lets you connect to an FTP server and create a site of the material you download.

*Site Management Commands
in the File Menu*

- *FTP Upload & Download*… opens the generic *FTP Upload & Download* window.
- *Web Download*… retrieves a page from the Web, complete with all images and media files.

The Site Tab of the Palette

The *Site* tab of the *Palette* contains a selection of generic site elements, including pages, URLs, E-mail addresses, colors, fontsets, and groups of those objects.

You can insert these items in the *Site Window* and link them to resources or—as in the case of URLs and E-mail addresses—use them as containers for resource locators pointing to other locations on the Web.

The Site Tab of the Palette

Click here to open the Site tab.

Drag any icon from the Palette and drop it on the respective tab of the Site Window to insert a generic element.
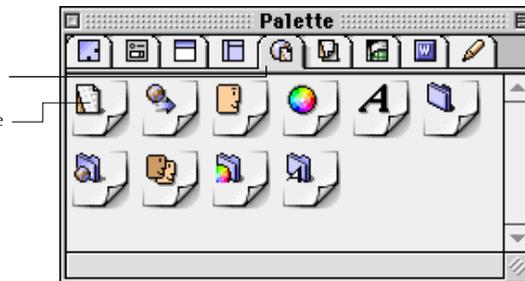
The *Site* tab of the *Palette* also includes groups, that is, containers for similar objects that help you better organize your *Site Window*. When you insert a group, the result depends on the type of object it can

hold: The *File* and *Media Group* items create new folders in the Finder, while the *URL*, *Address*, and *Font Set Group* items create logical containers within the *Site Window* only.

The following table lists the individual tags in the *Site* tab and explains how to use them.

Symbol	Function
	Drop this icon in the *Files* tab to insert a new empty page.
	Drop this icon in the *External* tab of the *Site Window* to insert a new URL, then specify the URL in the *Reference Inspector*.
	Drop this icon in the *External* tab of the window to insert an E-mail address, then specify the address in the *Reference Inspector*.
	Drop this icon in the *Colors* tab of the *Site Window* to insert a favorite color. Name the color, then drag a color of your choice from the *Color Palette* and drop it on the new entry.
	Drop this icon in the *Fontsets* tab of the *Site Window* to insert a new fontset. Name the new fontset, then select a paragraph with a fontset definition in the document window and drag it at the new entry.
	Drop this icon in the *Files* tab of the *Site Window* to insert a new folder. Name the new folder, then drag the desired pages onto the folder icon. If the pages are referenced by any other page within your site, you will be prompted to confirm that you want to have the hyperlinks updated. Click *OK* to confirm.
	Drop this icon in the *External* tab of the *Site Window* to insert a group of URLs. Name the group, then drag the desired URLs onto the group icon.
	Drop this icon in the *External* tab of the *Site Window* to insert a group of E-mail addresses. Name the group, then drag the desired addresses onto the group icon.
	Drop this icon in the *Colors* tab of the *Site Window* to insert a group of colors. Name the group, then drag the desired colors from the *Colors* tab or the *Color Palette* onto the group icon.

Symbol	Function
	Drop this icon in the *Fontsets* tab of the *Site Window* to insert a group of fontsets. Name the group, then drag the desired fontsets from the *Fontsets* tab or a selection in the document window and drop them on the group icon.

The following sections explain the site management tools in more detail.

Part 21— Creating a Site and Importing Resources

Part 21 outlines how you create a site document, import an existing site, and collect material from various sources.

- The section *Creating a Site*, starting on page 622, tells you how to create a site from scratch or how to import an existing site.
- The section *Multiserver Support*, starting on page 718, instructs you how to set up a site that will be distributed over two or more Web servers.
- The section *Importing Selected Resources*, starting on page 629, details how to import pages, images, and media files from the Finder and URLs or E-mail addresses from your favorite Web browser or E-mail client.

Creating a Site

The following section outlines how Adobe GoLive helps you create a site document for managing pages and resources.

You have three alternative ways of creating a site, each of which is represented by a dedicated option in the *New Site* submenu. The following screenshot shows the submenu that opens when you choose the *New Site* command.

Site Creation Menu Commands
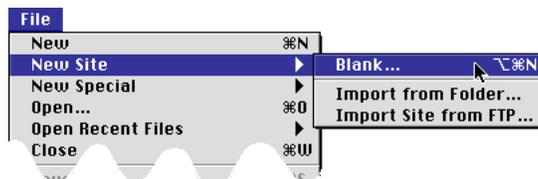
Following is a short description of the three menu options:

- *Blank...* (see page 623) lets you create a new site in a new site folder. This command prompts you to select or create a root folder. The new root folder holds a site document, a blank folder for site-specific auxiliaries, and another folder where you will save your pages, images, and media files. Initially, this folder contains nothing but a blank homepage. As you work your way through your site building project and save new files in that folder (or any of its subfolders), they will successively appear in the *Site Window*.

- *Import Site from Folder...* (see page 624) imports the content of a local folder or a folder from any volume mounted on the desktop. To import a site from a folder, all you have to do is select the desired folder as the root folder and specify the homepage.

- *Import Site from FTP...* (see page 626) *lets you download existing material from an FTP server and create a new site in one go. After making various FTP settings,* selecting the homepage on the remote server, and specifying the target folder on your hard disk, you can connect to the server and launch the file transfer.

When you have designed a couple of pages, you should skip the next section and go directly to the section *Creating a Site by Importing Pages and Resources*, starting on page 624.

Creating a Site from Scratch

The following section explains how to create a site if you do not have any existing pages and media. After creating a new site document, you may want to lay out its structure first before adding content. *Part 24 — Designing a Site*, starting on page 677, explains how to do this.

To create a new site document, proceed as follows:

1 Choose *New Site...* from the *File* menu, then *Blank...* from the submenu.

2 A *Save file* dialog appears. Make sure the *Create Folder* checkbox is selected, then name the new folder in the *New Site Name* text box. Click *Save* to create the new folder.

Alternatively, you can deselect the *Create Folder* checkbox and select an existing folder (which should be empty) before saving.

The Save Site Dialog Box

3 Save your site document in the new root folder.

4 You can now start creating Web pages. Double-click the *index.html* file and begin adding content.

Creating a Site by Importing Pages and Resources

The following section explains how to import an entire site (or just a loose collection of Web pages and associated resources) stored in a common folder.

Importing a Site From a Local Folder

Adobe GoLive provides a convenient way of importing a complete site in one go without compromising the integrity of its links. The site may reside in a folder either on your hard disk or on any volume mounted on the desktop.

To import a complete site from a local folder, proceed as follows:

1 Choose *New Site*… from the *File* menu, then *Import Site from Folder*… from the submenu.

2 The *Import Site Folder* dialog box appears, prompting you to select the desired folder and the homepage.

The Import Site Folder Dialog Box

Use this option to select an existing folder as your site folder.

Use this option to select a homepage for the new site.
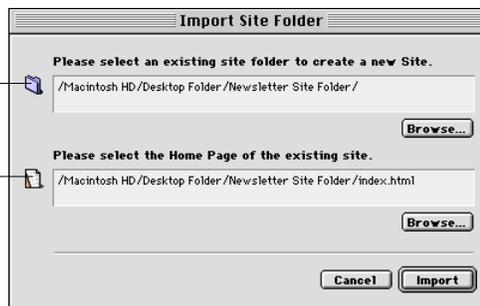
3   Click the upper *Browse* button, then browse to the desired site folder in the subsequent *Select Site Folder* dialog box. Click the *Select* button at the bottom of the window (see below).

The Select Site Folder Dialog Box

4   Back in the *Import Site Folder* dialog box, click the lower *Browse* button, then browse to the homepage in the subsequent *Select the homepage of the site to import* dialog box. Click *Open*.

The Select Homepage Dialog Box
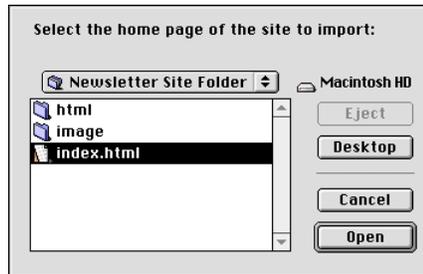
5   Back in the *Import Site Folder* window, click the *Import* button to have Adobe GoLive import the existing site.

Alternatively, you can specify the folder to import by dragging it from the Finder onto the *Please select an existing site folder to create a new site* text field in the *Import Site Folder...* dialog box. Accordingly, the home page is specified by dragging it onto the *Please select the Homepage of the existing Site...* text field.

Also, you can either select the site folder or the homepage and let Adobe GoLive auto-select the remaining item. If you are not satisfied with the choice, you can still resort to the manual selection routine described above.

6   The imported site will now appear in the left pane of the *Site Window.* If there are any orphans, broken links, or missing items, you will be alerted by error indicators appearing in the *Errors* tab on the right side of the *Site Window* (see *Error Indicators* on page 684 for reference).

Importing a Site from an FTP Server

Adobe GoLive provides a convenient way of importing a site from an FTP server and copying it to a user-selected local folder. A site document is created in the process.

To import a site from an FTP server, proceed as follows:

1 Choose *New Site...* from the *File* menu, then *Import Site from FTP...* from the submenu.

2 The *New Site from FTP Server...* dialog box appears, prompting you to make FTP settings, select the desired target folder and specify the homepage.

The New Site from FTP Server dialog box

Use this option to select the server and the directory path.

Use this option to identify yourself by entering a password.

if the server is protected by a firewall, use this option to select a logical port and a passive mode.

Use this option to select the homepage on the remote server.

Use this option to select the target folder on the local volume.

3 In the *Server* text box, type in the FTP address specified by your ISP for the Web server you want to download the site from.

4 In the *Directory* text box, type in the directory path to your personal folder on the Web server.

If you specify a directory, Adobe GoLive will try to connect to that directory. In most cases, however, you can leave this text box blank because your access privileges will typically be restricted to your personal folder.

5 In the *Username* text box, type in the user ID that the server administrator gave you.

6 In the *Password* text box, type in the personal password you received from the server administrator.

7   Place the cursor in the *Port* text box and type in the number of the port you will use to access your Web server, for example "21", which is frequently used. If in doubt about the port number, consult your server administrator.

8   If a firewall protects the FTP server, you may have to check the *Use passive mode* checkbox (see page 699 for a short description).

9   Clicking the *Browse...* button to the right of the *Please select a folder to create the new Site into...* text field opens a dialog box, prompting you to select the target folder in which to create the new site.

10   Clicking the *Browse...* button to the right of the *Please select the homepage on the remote server...* textfield initiates the server connection and displays the message "Connecting…".

11   The subsequent *Select Home Page* dialog prompts you to select the homepage of the site you want to download. Make your choice, then click *OK. (*It may take some time to update the files list).

12   Adobe GoLive returns to the *New Site from FTP Server...* dialog box. Click *OK* to start downloading.

13   When Adobe GoLive is done downloading, it will create an untitled site document and display the files of the newly downloaded site in the *Site Window*.

14   Save the site document and start editing your site.

After importing a site via FTP, don't forget to disconnect in the PPP control panel.

Handling Orphan Files

When importing a site, there are two main reasons for errors:

•   Broken links usually occur when the user renames or deletes a file in the Finder without editing the hyperlinks or references in the parent file. For instructions on how to troubleshoot broken links, please refer to *Part 25 —Site Maintenance*, starting on page 684.

•   A file referenced by a page within the imported site folder is stored in another folder. This problem requires no major troubleshooting effort, so we will deal with it right now.

To solve an orphan file problem, proceed as follows:

1   Look at the right pane of the *Site Window*. An "orphan file" message has appeared to alert you to the problem that a referenced file is not in the site folder. An example follows.

An Orphan File in the Site Window

After importing an existing site, orphan files may appear in the Errors tab on the right side of the Site Window.

2   Drag the orphan file entry into an appropriate folder in the left pane of the *Site Window*. This copies the file into the site folder, leaving the original file in place.

3   The dialog box shown below appears, prompting you to confirm whether you want to copy the orphan file to the site folder. Click *OK*.

The Clear Site Dialog Box

The file that needs to be copied to the site folder is listed here.

4   Another dialog box appears, prompting you to confirm whether you want to have all references to that file updated to reflect its new location in the site folder. Click *OK*.

5   The orphan file message should now disappear, indicating that the problem has been solved.

Tip: You can also use the Clear Site command (see the section *Clearing the Site Folder* on page 641) to have Adobe GoLive copy orphan files to the site folder.

Importing Selected Resources

The following section instructs you how to import selected resources from the Macintosh Finder or Internet programs after creating a site document. You can import Web pages, images, media files, and even bookmark files or address books from your favorite Web browser.

When you import files, Adobe GoLive will duplicate and copy them to the site folder, leaving the original files untouched.

Importing from the Finder

To add a selection of files from the Finder to the site document, proceed as follows:

1 Switch to the Finder and open or locate the folder that contains the desired files.

2 Select the desired files or folders, then drag them at the *Files* tab of the *Site Window*. When the mouse pointer enters the area of the *Site Window*, a small plus sign appears next to the cursor ▸+ to indicate that the files will be copied to the site folder.

The following screenshot illustrates the process of drag & drop importing resources from the Macintosh Finder.

Drag & Drop Importing Resources

If the Files tab is not open, drag your files onto the tab rider. Hold the mouse button and wait for the tab to open, then drag on to the main window area.

Select files in the Finder and drag them onto the Files tab of the Site Window.
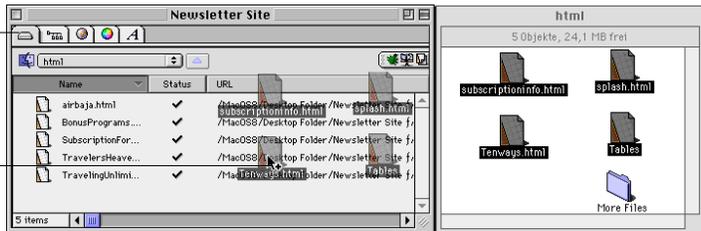
3 If you notice that the *Files* tab is not open while you are already dragging, drag the files on the tab rider first to open it. Do not release the mouse button; wait for the tab to open, then drag the files onto the main window area of the *Files tab*.

You can use the same technique when copying files to a closed folder. Folders in the *Files* tab of the *Site Window* inherit the "spring-loaded" property from the Macintosh Finder.

Alternatively, you can choose the *Add Files* command from the *Site* menu to import HTML pages and other file resources. The following section explains this method:

To add pages or other file resources to the site using the *Add Files* command, proceed as follows:

1 Choose the *Add Files* command from the *Site* menu.

The Add Files Dialog Box

Click to select a file or folder from the list box. —

Click Add, Add Folder, or Add All to import. —
Click here to create a preview for the current file. —
Click here to remove a selection. —

Click Remove or Remove All to deselect files. —
Click Done to start importing. —

Click here to toggle previewing on and off. —
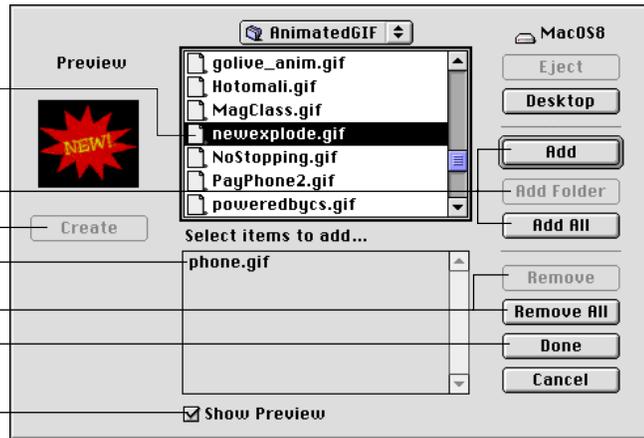
2 In the subsequent file selection dialog box, click to select a file or folder from the list box.

3 If desired, click *Create* to have Adobe GoLive build a preview of an image or the title frame of a movie.

4 Click *Add* to add the file selected in step 2 above to the *Select items to add* list, click *Add Folder* to add a folder, or click *Add All* to add all files and folders from the list box.

5 To modify your selection prior to importing, click *Remove* to delete a selected file from the *Select items to add* list, or click *Remove All* to remove all files and folders from the list.

6 When you finish selecting, click *Done* to let Adobe GoLive import the selected resources.

Importing URLs and E-Mail Addresses

Adobe GoLive offers two ways of obtaining external URLs and E-mail addresses for use in your site:

• You can drag & drop or cut & paste to import addresses and URLs from the main window area of your favorite Web browser.

• You can load entire bookmark files and address books from the Preferences folder of your Web browser.

To import individual URLs and E-mail addresses from a browser (or any other application that supports drag & drop), proceed as follows:

1   Open your favorite Web browser.

2   Select an URL or E-mail address in the browser's main window and drag it onto Adobe GoLive's *External* tab.

    If the *External* tab is not open, drag your selection on the *External* tab rider, wait for Adobe GoLive to open the *External* tab, then drag on and drop the URL or address in the main window area.

To import an individual URL that you have already visited and bookmarked with your browser, proceed as follows:

1   Open your favorite Web browser—for example, Netscape Navigator.

2   Switch to the browser window and select a bookmark from the *Bookmarks* menu.

3   Highlight the URL in Netscape Navigator's *Location* text box and choose the *Copy* command from the *Edit* menu or press Command-C.

4   Return to Adobe GoLive and open the *External* tab of the *Site Window*.

5   Drag a generic URL icon from the *Site* tab of the *Palette* and drop it in the *External* tab.

6   With the generic URL selected, double-click to select the http://www.untitled.1 entry in the *URL* text box of the *Reference Inspector*.

7   Choose the *Paste* command from the *Edit* menu or press Command-V to paste the URL from the clipboard, overwriting the generic URL in the *URL* text box.

8   Press the Return key to confirm your entry.

9   Place the cursor in the *Name* text box, name the new URL (overwriting the generic *Untitled URL* name), and press the Return key to confirm your entry.

To import a bookmark file, address book, or plain text file using the *Import File* command, proceed as follows:

1 Go to the *Site* menu and choose *Import File*.

The Import File Dialog Box

Click to select a file from the list box.

Click Open to start importing.

Select a Bookmarks, AddressBook, Favorites or Nicknames file to import:

Netscape f ⬩

MacOS8

📄 Addressbook.html	Eject
📄 **Bookmarks.html**	
📁 Cache f	Desktop
📁 Java	
📁 Mail	Cancel
📁 News	
📄 Pop State	Open
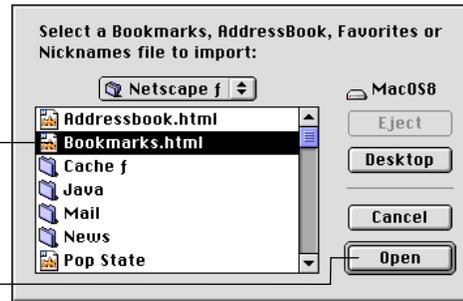
2 In the subsequent file selection dialog box, click to select a file from the list box.

You can import any bookmark file or address book created by Netscape Navigator, Favorites file created by Microsoft Internet Explorer, and Nicknames file created by Eudora.

3 Click the *Open* button, press the Return key, or double-click the bookmark file to start importing.

4 Adobe GoLive will import the bookmark file or address book as a *URL Group* or *Address Group*.

Part 22— Managing Resources

Part 22 discusses how to manage file and resources in Adobe GoLive's *Site Window* and addresses the following topics:

• The *Finder-Style File Management* section, starting on page 633, explains how you can benefit from Adobe GoLive's tight integration with the Macintosh Finder to manage your site with ultimate ease.

• The *Clearing the Site Folder* section, starting on page 641, details how you keep the site folder clear of unused items.

• *Managing Files Using the File Inspector*, starting on page 644, outlines how you can view and set the properties of files selected in the *Site Window*.

- The *Managing Stationery in the Site Window* section, starting on page 650, tells you how to create stationery in the *Site Window* and what you can use it for.
- *Managing URLs and E-Mail Addresses in the Site Window*, starting on page 651, describes how to manage URLs and E-mail addresses using the *Reference Inspector*.
- The section *Managing URLs and E-Mail Addresses in the Site Window* on page 651, explains how to keep often-used colors handy for drag & drop insertion.
- The section *Managing Colors in the Site Window*, starting on page 654, teaches how to import and build fontsets you want to reuse in pages throughout your site.
- *Changing Hyperlinks and File References*, starting on page 660, discusses how to change all references to a file at once.
- The section *Toggling Between the Site Window and Document Windows*, starting on page 661, describes using the toolbar to switch from documents in the *Layout* view and the *Site Window*.

Finder-Style File Management

As already noted in this chapter's introduction, the *Site Window* is tightly integrated with the Finder, allowing you to perform many file management tasks exactly as in your familiar Mac OS user interface.

You can create folders, move files around, duplicate, rename, and even delete files by dragging them to the Finder's Trash. Any file in the *Site Window (*even image files and other resources) opens in its native creator application when you double-click its icon. As in the Mac OS 8 Finder, folders displayed in the *Site Window* are spring-loaded, that is, they pop open when you drag a file on them and wait a few seconds. Adobe GoLive's site management tool, however, not only lets you handle files "Finder-style" but it also monitors the integrity of hyperlinks between pages and references to images and media files, prompting you to update all file references when you change the underlying file structure.

For instructions on saving Web pages created in Adobe GoLive to the current site, please refer to the section *Saving Your Page* on page 108 in Chapter 4, *Building Web Pages*.

Opening Files

Like the Macintosh Finder, the *Site Window* lets you open Web pages by double-clicking. Additionally, Adobe GoLive lets you open any file with the proper filename extension, provided that its native application is installed on your hard disk and you have specified the correct file mapping preferences in the *Preferences - General - File Mapping* dialog box shown below.

Double-clicking Scenarios

Here are the scenarios Adobe GoLive can handle when the user double-clicks a non-HTML file in the *Site Window*:

- *File without a filename extension and with unknown creator:* Double-clicking opens *MacOS EasyOpen* (if enabled), where you can choose an external application that should open the file.
- *File without a filename extension but known creator:* Double-clicking opens the file in its creator application.
- *File with filename extension but unknown creator:* If you use the options in the *File Mapping* dialog box to specify an application for the filename extension, double-clicking will open the file in that application.

File Mapping Options

Adobe GoLive can use file mapping preferences from various sources:

- You can use Adobe GoLive's default file mappings.
- You can specify your own file mapping preferences (see the following section).
- You can import file mappings already specified in *Internet Config*, merging them with your own file mapping preferences (see *Using File Mappings from Internet Config exclusively* on page 636).
- You can use file mappings specified in *Internet Config* throughout and have Adobe GoLive ignore the settings in the *File Mapping* dialog box (see *Merging File Mappings from Internet Config and Adobe GoLive* on page 636).

Specifying Your Own File Mapping Preferences

You can have Adobe GoLive control file mapping and specify your own choice of applications for typical Internet file formats.

To specify your own file mapping preferences, proceed as follows:

1 Choose *Preferences*... from the *Edit* menu to open the *Preferences* dialog box.

2 Click the small arrow next to the *General* icon to expand that group of options, then choose *File Mapping*.

The Preferences - General - File Mapping Dialog Box

Check this option if you want Adobe GoLive to to open files in their native applications.

Use this option to specify the application to be launched when the user double-clicks a file icon in the Site Window or an item in the document window

Use this popup menu to select an application installed on your hard disk.

Click this button to create a new file mapping preference.
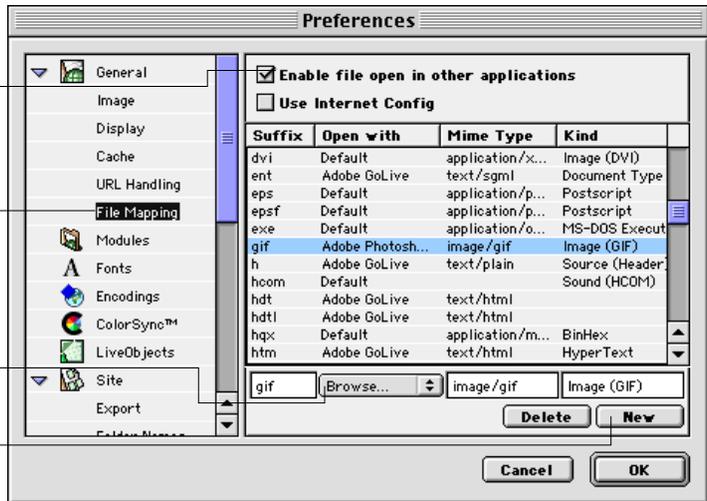
3 Activate the *Enable file open in other applications* checkbox.

4 Choose *Custom* from the popup menu above the mappings list.

5 Choose a file format from the list. The current settings appear in the *Suffix, MIME Type* and *Kind* text boxes.

6 Choose *Browse*... from the popup menu next to the filename extension text box.

7 Locate and choose the desired application in the subsequent file selection dialog.

8 Click *OK,* then try out the file new mapping preferences.

Using File Mappings from Internet Config exclusively

To allow *Internet Config* to control file mappings within Adobe GoLive, proceed as follows:

1 Choose *Preferences…* from the *Edit* menu to open the *Preferences* dialog box.

2 Click the small arrow next to the *General* icon to expand that group of options, then choose *File Mapping.*

3 Activate the *Enable file open in other applications* checkbox.

4 Choose *Internet Config* from the popup menu above the mappings list.

5 Click *OK,* then try out the imported file mapping preferences.

Merging File Mappings from Internet Config and Adobe GoLive

To use file mappings specified in Internet Config and merge them with the default (or your own) file mapping preferences, proceed as follows:

1 Choose *Preferences…* from the *Edit* menu to open the *Preferences* dialog box.

2 Click the small arrow next to the *General* icon to expand that group of options, then choose *File Mapping.*

3 Activate the *Enable file open in other applications* checkbox (if disabled).

4 Choose *Custom* from the popup menu above the mappings list.

5 Click the *Merge* button next to the *Internet Config* option.

6 Click *OK,* then check the newly specified file mapping preferences.

Please note that your own custom preferences may be overwritten when merging them with preferences from Internet Config. This happens when two items refer to the same filename extension.

Opening Double-byte Encoded Foreign-language Files

The *Site Window* provides a convenient shortcut for opening imported foreign-language files that do not contain the proper encoding information in their page headers. You can use this shortcut if the appropriate language kit is installed on your Mac and if you know the encoding used when creating the foreign-language file.

To open an imported foreign-language file with double-byte encoding from within the *Site Window*, proceed as follows:

1 Locate the imported file in the *Files* tab of the *Site Window*.

2 Make a backup copy—for example, by creating a folder and Option-dragging the file to the newly created folder.

3 Option-double-click the file icon.

Select Encoding

Please select an Encoding. It will be used when opening the HTML page.

This option overrides the Encoding stored in the HTML file itself.

Encoding: CS-Western (Latin1)

Cancel   Open

4 The *Select Encoding* dialog box shown above appears.

5 Select the proper encoding from the *Encoding* menu.

6 Click the *Open* button.

7 Adobe GoLive will open the file and add the encoding to the page header.

Creating Folders and Groups

Arranging your file resources in specific folders and your non-file-objects in groups provides a convenient way of reducing clutter in your site building project. There is one folder or group for each class of objects. The following instructions refer to creating a new folder for physical files. For a complete reference on folders and groups, please see *The Site Tab of the Palette*, starting on page 620.

To create a folder, proceed as follows:

1 Click anywhere in the left pane of the *Files* tab to make it the active window section.

2 Click the *New Folder* button in the *Site Toolbar* (see page 616), choose *New -> Group* from the *Site* menu, or drag a *File Group* icon from the *Palette* (see page 621) and drop it in the files list in the left pane of the *Site Window*.

3 Type in a folder name in the *Name* text box of the context-sensitive *Inspector* window, now titled *Folder Inspector*.

The Folder Inspector

Use this text box to name the newly created folder.

Use this popup menu to specify a condition for publishing the page.

This popup menu lets you choose a Finder label.

These text fields display general folder information that the Finder supplies.

4   Choose an option from the *Publish* popup menu if you want to have the folder included in the published version of the site when using the *Export Site…* option (see *Exporting Your Site* in page 701). You have the following options:

-    *Never* excludes the folder from publishing altogether.
-    *Always* publishes the folder unconditionally.
-    *If not empty* publishes the folder only if it contains at least one file.

5   Drag the desired files into the folder.

Moving Files via Drag & Drop

The *Site Window* gives you the flexibility to arrange the items in your site folder exactly the way you need them without compromising the integrity of hyperlinks and file references. When you drag a file into another folder, Adobe GoLive ensures that its links and file references are rewritten to reflect the new location.

To move a file into another folder, proceed as follows:

1   Drag the file onto another folder. If you want to see its contents, wait until the folder pops up, then drop the file.

2   A dialog box appears, asking if you want Adobe GoLive to update hyperlinks and file references. This dialog box lists all files that are affected by the move.

Click *OK* to update both the file's own hyperlinks and file references as well as those in any file that references it.

The Move Files Dialog Box

Deselect this checkbox if you want to exempt all
files from updating.

Deselect any checkbox if you want to exempt a file
from updating.

Any files that need to be updated are listed here.
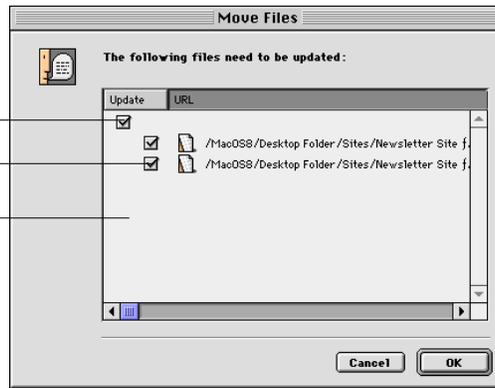
3   View the result in the *Site Window*: The files have been moved to
     the desired location. All hyperlinks and files references are still
     intact, so there are no error indicators.

4   When you have opened a folder while moving the file, use the
     Folders and Groups Navigation menu (see page 613) to return to
     your point of departure.

You can use the checkboxes in the *Move Files* dialog box to ex-
clude selected files from updating, but be aware that broken
links and invalid file references will result.

Duplicating Files   You can duplicate files or folders in the *Site Window* using exactly the
                                 same menu commands and keyboard shortcuts as in the Finder.

                                 To duplicate a file or folder, proceed as follows:

                                 1   Select the item or items to be duplicated in the *Files* tab of the
                                      Site Window.

                                 2   Choose *Duplicate* from the *Edit* menu or press Command-D.

                                 3   A copy of the duplicated item appears in the *Site Window*. A digit
                                      is appended to the name of the duplicate: For example, duplicat-
                                      ing *bckgrnd.gif* creates a file named *bckgrnd1.gif*.

Deleting Files   Adobe GoLive's *Site Window* gives you alternative ways of deleting
                                 files or folders. You can delete by using a keyboard shortcut or a but-
                                 ton on the *Toolbar* (which moves the selected items to the Site Trash
                                 or the Finder Trash) or by dragging directly to the Finder Trash.

To delete a file or folder, proceed as follows:

1 Select the item or items you want to remove from the files list.

2 Click the *Delete selected item* button 🗑 in the *Toolbar*, press Command- Backspace, or drag the selection to the Finder Trash.

3 When prompted to confirm the deletion, click *Move* (see below).

> ⚠ Are you sure you want to move
> "newstyle.css" to the Site Trash?
>
> [Cancel] [**Move**]
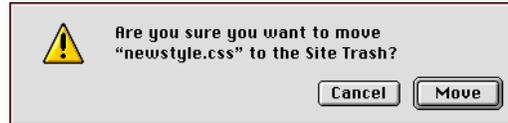
4 Adobe GoLive indicates where the files will be moved, depending on the settings made in the *Site Preferences*. (For instructions, see the section *The Site Preferences Dialog Box* on page 709.)

If the selected items are moved to the Site Trash, which is the default setting, you can recover them as explained below.

Recovering Deleted and Removed Files

Files removed from the site folder by the clear routine (see below) as well as files deleted using the Backspace key or the *Delete selected item* button are either moved to the Finder Trash or to the Site Trash, depending on the settings in the *Site Preferences* (see page 709).

If they are moved to the Finder Trash, you can only recover them in the Finder by double-clicking the Trash icon on the desktop and dragging the files back to the site folder.

If they are moved to the Site Trash, you can easily recover them from within the *Site Window* or move them on to the Finder Trash, as desired.

Viewing the Content of the Site Trash in the Extra Tab

The Site Trash appears as a folder in the Extra tab of the Site Window.

To recover files from the Site Trash or move files on to the Finder Trash, proceed as follows:

Click the icon bar to display the right pane of the Site Window.

1   If the *Site Window* is in single-pane mode, click the icon bar in the upper right corner of the *Site Window* to display the right pane, then click the vertical tab rider labeled *Extra*.

    If the *Site Window* is in dual-pane mode, click the vertical tab rider labeled *Extra* in the right pane.

2   Locate the Site Trash folder icon and click the small triangle control to view the content of the folder.

3   To undo the deletion, drag the file you want to recover back to its previous location in the files list in the left pane of the *Site Window*.

    To move files on to the Finder Trash, select the item to be deleted in the Site Trash folder, then click the *Delete selected item* button 🗑 in the *Toolbar*, press the Backspace key, or drag the selection to the Finder Trash.

Clearing the Site Folder

The "one site, one folder" principle imposes two basic housekeeping rules for your site:

•   The site folder must contain any file object used in your site, including Web pages, images, and media files. Also, any non-file object, including URLs, E-mail addresses, colors, and fontsets, used should be available site-wide on the *External*, *Colors*, and *Fontsets* tabs of the *Site Window*.

•   Keep the site folder clear of files that don't belong in it because they are not referenced by any page in the site.

To do this, call up a cleanup routine that prompts you to specify which copy and delete operations should be performed:

•   It copies external files referenced in your site to the site folder.

•   It extracts non-file objects from the pages within your site and copies them to the *External*, *Colors*, and *Fontsets* tabs of the *Site Window*.

•   It moves excess files to the Site Trash (default) or Finder Trash, depending on the settings in the *Site Preferences*. (For instructions, see the section *The Site Preferences Dialog Box* on page 709.)

•   It removes unused non-file objects from the *External*, *Colors*, and *Fontsets* tabs of the *Site Window*.

To clear your site folder, proceed as follows:

1 Select the *Clear Site* command from the *Site* menu.

2 The *Clear Site* dialog box shown below appears.

The Clear Site Options Dialog Box

Use these options to specify what will be copied to the site folder and site document.

Use these options to specify what will be removed.

Select this checkbox if you want Adobe GoLive to default to the current settings.

3 Select the *Rescan root folder* checkbox to have Adobe GoLive rescan the site folder and update the file list.

4 Go to the *Add used* group of options and check:

- *Files* to have Adobe GoLive copy all external files that are referenced by pages within your site to the site folder

- *Show list of files to copy* to see which files will be added

- *External References*, *Colors*, and *Fontsets* to have Adobe GoLive scan all pages within your site for URLs, E-mail addresses, colors, and fontsets and copy them to the appropriate tabs of the *Site Window*

5 Go to the *Remove unused* group of options and check:

- *Files* to have Adobe GoLive move all files not referenced in your site to the Site Trash or Finder Trash

- *Show list of files to remove* to see which files will be removed

- *External References*, *Colors*, and *Fontsets* to have Adobe GoLive remove all URLs, E-mail addresses, colors, and fontsets stored but not used in your site

Deleting non-file objects, such as URLs, E-mail addresses, colors, and fontsets, removes them without any recovery option, so use these checkboxes with care.

6 Click *Don't show again if you want* Adobe GoLive to hide the *Clear Site* dialog box. To undo this, check the *Show options* checkbox in the *Clear Site* pane of the *Site Settings* dialog (see below).

7 Click *Set as default* if you want Adobe GoLive to default to the current settings and set the options in the *Clear Site* pane of the *Site Settings* dialog accordingly (see below).

8 Click *OK*. Another dialog box appears, prompting you to confirm that you want to copy and/or remove files and non-file objects. Click *OK* again to have Adobe GoLive clear your site.

Setting Preferences for the Clear Site Command

The *Clear Site* pane of the *Site Settings* dialog box contains the same set of options as the *Clear Site* dialog box. You can use this dialog to set permanent preferences for the *Clear Site* command.

The Clear Site Pane of the Site Settings Dialog Box

Click the Clear Site icon to set the preferences for the Clear Site command.

To set preferences for the *Clear Site* command, proceed as follows:

1 Click the *Site Settings* button in the *Site Toolbar*, then click the *Clear Site* icon in the left section of the *Site Settings* dialog box.

2 Set your personal preferences using the options described in the preceding section.

3 Select the *Show options dialog* checkbox if you want Adobe GoLive to display the *Clear Site* dialog box every time you choose the *Clear Site* command, undoing a possible *Don't show again* selection made in the *Clear Site* dialog box.

Managing Files Using the File Inspector

The *File Inspector* is a tool that assists you in managing the file objects that your site uses. Depending on what type of file object you click in the *Site Window,* the context-sensitive *File Inspector* window changes its appearance to let you view general file properties, such as status and Finder-related information, or the content of Web pages, image files, and media files.

In addition to its viewing functionality, the *File Inspector* also lets you rename files.

Inspecting Pages

You can use the *Page*, *File*, and *Content* tabs of the *File Inspector* to obtain HTML-specific and Finder-related file information and view the content of a Web page.

To view HTML-specific file information, proceed as follows:

1 In the *Site Window*, click the icon of the desired page.

2 Open the *Inspector* window, now titled *File Inspector.*

3 Click the *Page* tab.

The Page Tab of the File Inspector

This text field lets you edit the title of your page. ⎯⎯

This text field shows the language encoding used in the inspected page. ⎯⎯

This popup menu lets you select a user-defined status. ⎯⎯

This option is checked if the current page is your homepage. ⎯⎯
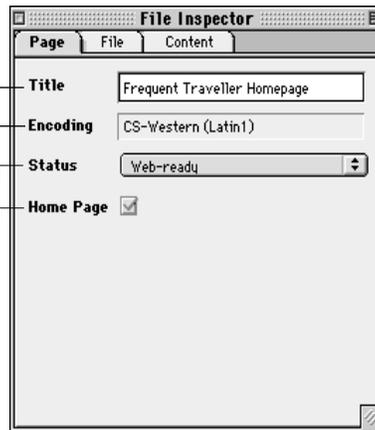
4 The *Page* tab lets you view and set the following options:

- The *Title* text field contains the title of the HTML page, as entered into the head section of the document and displayed in the title bar of the browser.

- The *Encodings* text field shows the encoding meta information that the head section of the page contains.

- The *Status* popup menu lets you select a user-defined status for the current page. This status can give useful hints to other people handling your site—for example, co-authors. The

Preferences - Site- Page Status dialog box defines the *publishing statuses* (see page 713).

- If grayed out and checked, the *Home Page* checkbox indicates that the current page is the homepage of your site. A homepage is usually already in place when you import an existing site or create a new site from scratch.
  If you want to rebuild the structure of your site, you can pick another page and select this checkbox to make that page your homepage.

To view and set Finder-related file information, such as file name, Finder label, and Stationery status, proceed as follows:

1 With the Web page still selected, click the *File* tab of the *File Inspector*.

The File Tab of the File Inspector

Click here to rename your file.

This text field shows the folder path to the file.

Check this option to use the current document as a template for other pages.

Use this popup menu to specify a condition for publishing the page.

This popup menu lets you choose a Finder label.

These text fields display general document information that the Finder supplies.
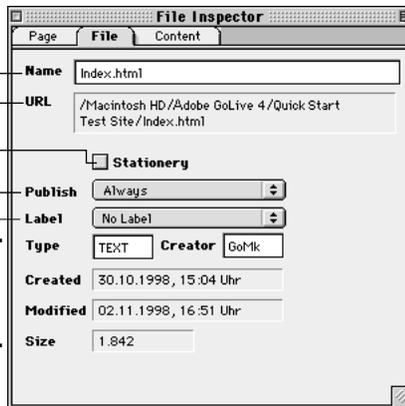
2 You can make several Finder-related settings:

- Type in a new file name in the *Name* text box, if desired. For example, if your Web master asks you to use another name for the homepage, you can use this text box to overwrite the default *index.html* file name.

- Choose a Finder label from the *Label* popup menu. In the *Site Window*, the page will assume the color associated with the Finder label.

- Choose an option from the *Publish* popup menu to specify a condition for publishing the file when using the *Export Site…* option (see *Exporting Your Site* in page 701). You have the following options:

- *Never* excludes the file from publishing altogether.

- *Always* publishes the file unconditionally.

- *If referenced* publishes the file only if the file is referenced by at least one Web page within the site.

- Check the *Stationery* checkbox if you want to reuse the file as a template for other pages.
  This checkbox is selected automatically if you drag a file onto the *Extra* tab in the right pane of the *Site Window. (*See *Managing Stationery in the Site Window* on page 650 for background information.)*

3 You can also view and edit file-related information from the Finder:

- The *Type* and *Creator* text boxes are editable, so you can assign Adobe GoLive as the creator of a text file generated by a third-party application. For example, by changing the creator from *ttxt* to *GoMk*, you can make Adobe GoLive the owner of a SimpleText file.

- *Created* shows the date and time when the current file was first saved.

- *Modified* shows the date and time when the current file was last saved.

- *Size* shows the amount of disk space (in kilobytes) the current file occupies on your hard disk.

To preview an HTML page, proceed as follows:

1 With the Web page still selected, click the *Content* tab of the *File Inspector*.

2 A detailed preview of the HTML page appears in the preview pane of the *Content* tab.

Previewing an HTML Page in the File Inspector

Clicking the Content tab displays a preview pane for the selected HTML page.

The preview pane shows a full-page preview of the inspected HTML page.
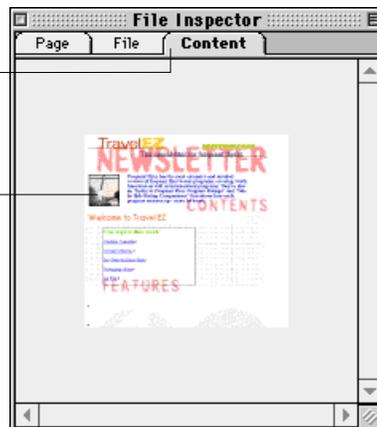
⚠️ Imported pages often can't be previewed as expected. If this happens, press the Option key and choose *Create Thumbnails* (only present when the Option key is pressed) from the *Site* menu to have Adobe GoLive add a thumbnail preview to all pages in the active *Site Window*.

Inspecting Images and Media Files

You can use the *File* and *Content* tabs of the *File Inspector* to obtain detailed information about a particular image or media file and to preview its content.

Adobe GoLive comes with the built-in capability to display and play back various image and media file formats, respectively, without the corresponding plugin being present in the *Plugins* folder. Native support is provided for the following file formats:

- GIF (static and animated), JPEG (including Progressive JPEG), and PNG
- QuickTime VR movies
- 3DMF graphics (QuickDraw3D)

QuickTime movies and QuickDraw3D graphics display with typical playback and navigation controls, such as Play buttons.

To view basic file information and make Finder-related settings, proceed as follows:

1 With the image or media file selected in the *Site Window*, click the *File* tab of the *File Inspector*.

Inspecting GIF File Properties in the File Inspector

Click here to rename your file.

This text field shows the folder path to the file.

Use this popup menu to specify a condition for publishing the page.

This popup menu lets you choose a Finder label.

These text fields display general document information supplied by the Finder.

2 You can make the same Finder-related settings as for HTML pages, including renaming, setting the Publish status, and choosing a Finder label. For more information, please refer to the preceding section.

To preview an image or a media file, proceed as follows:

1 With the image or media file selected in the *Site Window*, click the *Content* tab rider of the *File Inspector*.

The Content Tab of the File Inspector

Clicking the Content tab displays a preview pane for the selected file.

The content of the image or media file will be displayed here.

2 A preview of the image or media file will appear in the *Content* tab of the *File Inspector*.

If a media file cannot be previewed as expected, the appropriate multimedia plugin may be missing in the *Plugins* folder within your Adobe GoLive program folder. To add the missing multimedia extension, Option-drag the plugin file from the *Plugins* folder of your Web browser onto the *Plugins* folder in the Adobe GoLive program folder, then relaunch Adobe GoLive.

The following illustration shows a QuickTime movie inspected in the *Content* tab of the *File Inspector*.

Previewing a QuickTime Movie in the File Inspector

Clicking the Content tab displays a preview pane for the selected item.

QuickTime movies display with typical playback controls.
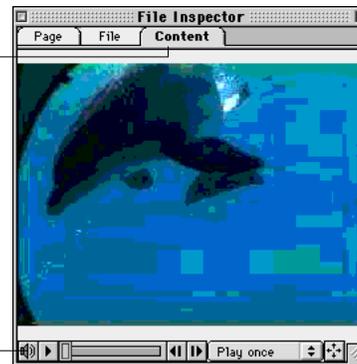
Drag & Drop Support for Previewed Images

Images inspected in the *Content* tab of the *File Inspector* can be placed directly in the main document window via drag & drop.

Importing an Image from the File Inspector

Select an image in the Site Window to inspect it, then drag it from the Content tab of the File Inspector into the main document window.
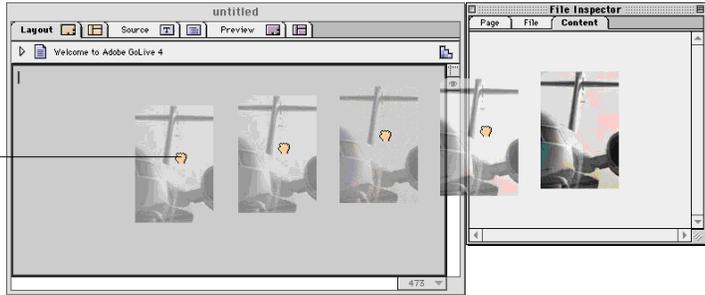
To import a previewed image via drag & drop, proceed as follows:

Click the image in the *Content* tab of the *File Inspector* and drag it into the main document window (see illustration above).

Renaming Files

When you rename a file object (Web page, image, media file, etc.) used in your site, Adobe GoLive will also rename the physical file in the Finder and let you update all references to that file at once to ensure that your links remain intact.

To change a file name, proceed as follows:

1 Select an item from the file list of the *Site Window*.

2 Place the cursor in the *Name* text box of the *File Inspector*.

Renaming Files

The Carriage Return symbol prompts you to confirm your entry.

3 Edit the name as desired. When you start editing, a small Carriage Return symbol appears at the right margin of the text box.

4 Since you are about to change the name of a file that is referenced by a Web page in your site, a dialog box will pop up, prompting you to confirm that you want to have Adobe GoLive update all references.

Alternatively, clicking the filename of any file in the *Files* tab of the *Site Window* highlights it for overtyping. You rename the file by typing a new name and pressing the Return key.

The Rename File Dialog Box

Deselect this checkbox if you want to exclude a file
from updating.

Any files that need to be updated are listed here.
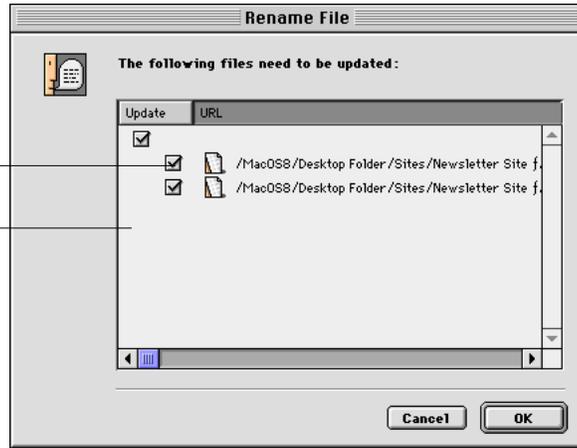
5 This dialog box will ask you whether you want to update all files
   that maintain a hyperlink to or reference the file whose name
   you have just changed. Click *Update* to change all affected links
   and file references in your site.

Please note that by exempting files from being updated, you
may be required to hand-repair each individual link affected
by the new file name.

Managing Stationery in the Site Window

To keep the layout of your pages consistent when designing a site,
Adobe GoLive lets you manage stationery at the site level using one
dedicated tab each in the *Site Window* and the *Palette*. You can create
stationery easily via drag & drop by importing a page from the Finder
or from the files list in the left pane of the *Site Window*. In addition
to standard stationery, Adobe GoLive also lets you manage pages and
page fragments that you want to use in dynamic components. (See
page 108 for instructions on saving pages so they appear in the *Site
Window*.)

The Extra Tab in the Site Window

The Extra tab in the right pane of the Site Window
lets you store stationery for reuse in the Site View.
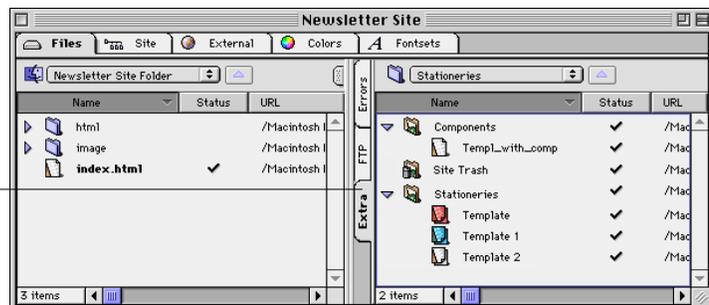
To create stationery within the *Site Window*, proceed as follows:

1 Prepare stationery in *Layout* mode and save it to disk (preferably in your site folder, so it appears in the *Site Window*). Locate the page you want to use as stationery in the Finder or in the left pane of the files list.

2 If the *Site Window* is in single-pane mode, click the icon bar in the upper right corner of the *Site Window* to display the right pane, then click the vertical tab rider labeled *Extra*.

Click the icon bar to display the right pane of the Site Window.

If the *Site Window* is in dual-pane mode, click the vertical tab rider labeled *Extra* in the right pane (if not already open).

3 Option-click and drag the file onto the *Extra* tab. If the *Extra* tab is not open, drag at the tab rider first, wait for the tab to open, then drag onto the main window area.

4 Drop the file in the *Stationeries* folder.

5 When you drop the file in the *Extra* tab, Adobe GoLive will automatically convert the file to stationery and copy it to the *Stationeries* folder within the "site.data" folder, which is at the same level as your site folder. Also, the stationery will appear in the *Extra* tab of the *Palette*.

You can view the stationery property in the *File* tab of the *File Inspector* or by using the Finder's Get Info command.

6 The stationery is ready for drag & drop insertion now. You can use stationery in two ways:

- You can design a site by dropping stationery at the live buttons displayed in navigation mode (see page 681).

- You can drop stationery into the files list in the left pane of the *Site Window* to add a new page with basic design elements.

Managing URLs and E-Mail Addresses in the Site Window

The *Reference Inspector* lets you inspect and edit the names and content of non-file objects stored or newly inserted in the *Site Window*. Non-file objects include Universal Resource Locators (URLs) and E-mail addresses stored in the *External* tab.

The *External* tab (see page 611) supports *mailto:* hyperlinks with multiple E-mail addresses–for example, *mailto: oziv@adobe.com, jkranz@adobe.com. Also,* Adobe GoLive automatically adds the „Mailto:" prefix to a list of addresses if the *Auto-add "Mailto:" to Addresses* option in the *Preferences - General - URL Handling* dialog box is enabled.

To view and edit the name and content of a URL or E-mail address, proceed as follows:

1 Insert a *New URL* or *New Address* item (see page 621) from the *Site* tab of the *Palette* into the *External* tab of the *Site Window* or select an existing item from the *External* tab.

The Reference Inspector

Click here to name the item.

Type in the URL for the external site here.
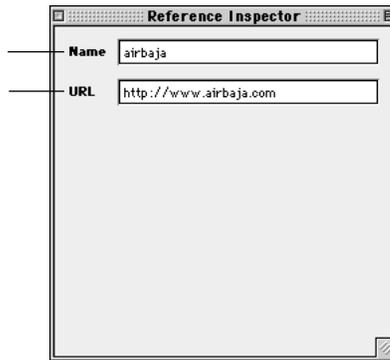
2 Place the cursor in the *Name* text box to name the object.

3 Edit the object name and press the Return key to confirm.

4 Place the cursor in the *URL* text box to change the resource locator or address.

5 Edit the URL or address and press the Return key to confirm.

6 A dialog box appears, prompting you to confirm your action.

The Change URL Dialog Box

Deselect this checkbox if you want to exclude a file from updating.

Any files that need to be updated are listed here.
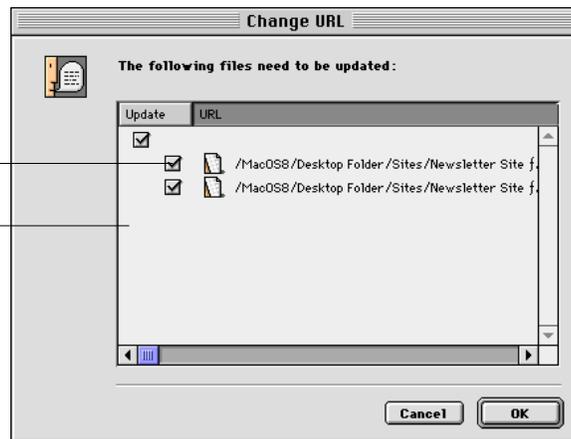
7 This dialog box will ask whether you want to update all files that contain the URL or E-mail address you have just changed. Click *Update* to change all affected files in your site.

Extracting URLs and E-Mail Addresses from Pages In Your Site

One of the major benefits of managing a site in the *Site Window* is that it keeps everything you need for designing pages at your fingertips. This is also true for the URLs and E-mail addresses used in your site. The *Site Window* provides a convenient shortcut for extracting those non-file objects from the pages listed in the *Files* tab.

To extract URLs and E-mail addresses, proceed as follows:

1   Click the *External* tab rider in the *Site Window*.

2   Choose the *Get References Used* command from the *Site* menu.

3   Two *New Addresses* and *New URLs* folders may appear in the *External* tab, depending on whether E-mail addresses and URLs are present on the pages in your site.

4   Click each small triangle control to view the content of the new folders. You will find that each folder contains a listing of URLs and E-mail addresses used in your site (if any).

Tip: You can also accomplish this using the *Clear Site* feature described in the section *Clearing the Site Folder* on page 641.

Finding out where an URL or E-Mail Address is used

The *Link Inspector* lets you keep track of where the URLs and E-mail addresses listed in the *Site Window's External Tab* (see page 611) are actually used. The screenshot below shows an example.

To find out on which page or pages a particular URL or E-mail address is used, proceed as follows:

1   Choose the desired URL or E-mail address listed in the *External* tab of the *Site Window*.

2   Click the *Open Link Inspector* button ⬚ in the *Site Toolbar* to open the *Link Inspector* shown below.

Inspecting URL Usage with the Link Inspector

The Link Inspector displays the pages that contain the selected URL or E-mail address.
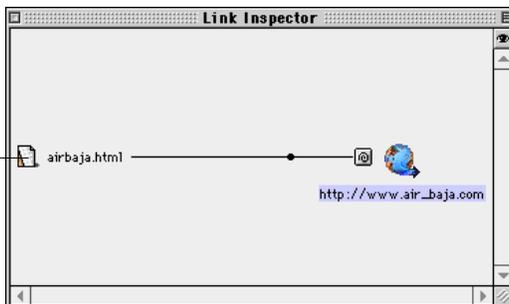
3   The *Link Inspector* now displays the page (or pages) that contain the selected URL or E-mail address.

Managing Colors in the Site Window

The *Colors* tab of the *Site Window* provides comprehensive bidirectional drag & drop support for importing and assigning colors. It allows the user to collect colors for future use, doing away with the need to retrieve frequently used colors from the various tabs of the *Color Palette*. Once you have stored a color in the *Colors* tab of the *Site Window*, it is available for instant drag & drop coloring of selected text in a document window—both in the *Site Window* and in the *Site* tab of the *Color Palette*.

Importing Colors

You can import colors via drag & drop from the preview pane of the *Color Palette*, from selected text in the main document window, or, using drag & drop or copy & paste, from another *Site Window*. Whenever you drop a color on the *Colors* tab, Adobe GoLive checks whether it is Web safe (par t of the spectrum of 216 no-dither colors that displays evenly on all platforms and operating systems) and displays this property in its *Web-Safe* column.

The illustration below shows how colors are imported from the *Color Palette*.

Importing Co ors into the Co ors

Click this tab rider to open the Colors tab.

Select a color in the Color Palette, then drag it from the preview pane onto the Colors tab.

To add a color to the *Colors* tab, proceed as follows:

1   Select a color from any tab of the *Color Palette*—for example, the *Web Safe* colors tab (see example above). The preview pane of the *Color Palette will display the color.*

2   Drag the color onto the *Colors* tab of the *Site Window*. When you drop the color, it will join the list as an *untitled color*. A small bullet symbol appears in the *Web Safe* column to indicate that the color is Web safe.

3   Type in a descriptive name in the context-sensitive *Inspector* window, now titled *Color Inspector,* and press the Return key to confirm your entry. The color will be renamed accordingly in the color list.

The Color Inspector

Use this text box to name or rename a color.

Drag a color from the Color Palette on the color pane to add a color definition.
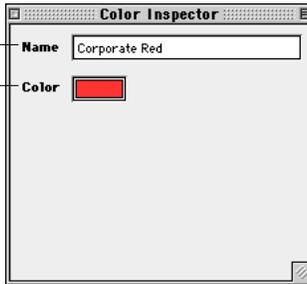
Alternatively, you can select colored text in the main document window and drag it at the *Colors* tab to add colors to the list. If you select text with multiple color assignments, Adobe GoLive will add all colors found in the selection. You can also insert a *New Color* object from the *Palette* (see page 621) and name it in the *Color Inspector,* then drag a color from the preview pane of the *Color Palette* onto the color field in the *Color Inspector.*

Editing Colors

To edit a color in the *Colors* tab of the *Site Window,* proceed as follows:

Drag a new selection from the *Color Palette* at the color field of the *Color Inspector* to edit. You can then rename the color in the *Color Inspector*, if you want to.

Extracting Colors from Pages Within Your Site

As withE-mail addresses and URLs, you can also extract colors assigned to objects on pages in your site and list them in the *Colors* tab of the *Site Window.*

To extract the colors used in your site, proceed as follows:

1   Click the *Colors* tab rider in the *Site Window*.
2   Choose the *Get Colors Used* command from the *Site* menu.
3   A *New Colors* folder is created in the *Colors* tab.
4   Click the small triangle control to view the content of the *New Colors* folder. You'll find that it contains a listing of "untitled colors." These are the colors that your site uses.

5   If desired, click any color and name it in the *Color Inspector*, as outlined above in the section *Importing Colors*.

Tip: This can also be done using the *Clear Site* feature described in the section *Clearing the Site Folder* on page 641.

Exchanging Colors Between Sites

To copy colors between sites, proceed as follows:

1   Open the source and destination site documents.

2   In the source site, select one or more colors from the *Colors* tab of the *Site Window*.

3   Drag your selection at the *Colors* tab of the destination site. If the tab is not open, drag at the tab rider first, wait for it to open, then drag onto the main window area.

Assigning Colors

The colors you collect in your site appear in two places: in the *Colors* tab of the *Site Window* and the *Site* tab of the *Color Palette*. (See the section *The Site Colors Tab* in Chapter 11, *The Color Palette*.) You can use drag & drop to assign a color from either location to selected text in the document window or to a color field in an *Inspector*.

Finding out where Site Colors are used

The *Link Inspector* lets you find out where the *Colors* listed in the *Site Window's Colors Tab* (see page 612) are actually used. The screenshot below shows an example.

To inspect the *Colors* used in your site, proceed as follows:

1   Choose the desired color from the *Colors* tab of the *Site Window*.

Inspecting Color Usage with the Link Inspector

The Link Inspector displays the pages that contain the selected color.
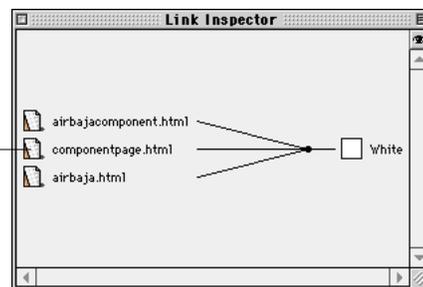
2   Click the *Open Link Inspector* button ▣ in the *Site Toolbar* to
    open the *Link Inspector* shown above.

3   The *Link Inspector* now displays the pages on which the selected
    color is used.

Managing Fontsets in the Site Window

As with colors, Adobe GoLive's *Site Window* allows you to collect font-
sets for later reuse in the pages of your site.

The *Fontset*s tab (see page 612) stores fontsets. You can add new font-
sets either by dragging in fontset-formatted text from the main doc-
ument window or, also via drag & drop, from another *Site Window*.
After you store a fontset in the *Fontsets* tab of the *Site Window*, it is
available for instant drag & drop assignment to selected text in a doc-
ument window.

When the *Site Window* is open, the font sets stored in the *Fontsets* tab
(see page 612) also appear in the *Style* menu. To format selected text,
simply choose the desired font set from the font set list that appears
at the end of the *Fonts* submenu.

Please note: Fontsets instruct the browser to use custom fonts
for building the page display. If the fonts in the fontset are not
installed, the browser will use its own font preferences. For
instructions on creating fontsets, please refer to the section
Font Sets on page 128 in Chapter 4, *Building Web Pages*.

To add a fontset to the *Fontsets* tab, proceed as follows:

1   In the main document window, select text formatted with a font-
    set.

2   Drag the text onto the *Fontsets* tab of the *Site Window*. When you
    drop the fontset, it joins the list as an *untitled fontset*.

3   Type a descriptive name in the context-sensitive *Inspector*
    window, now titled *Font Set Inspector,* and press the Return key
    to confirm your entry. The fontset will be renamed in the font set
    list.

The Font Set Inspector

Use this text box to name or rename a fontset.

The fonts included in the fontset appear in the list box.

After clicking the New button, choose a font from this popup menu.

Items displayed in this text box can be deleted from or added to the font set.

Use these buttons to delete or add fonts.
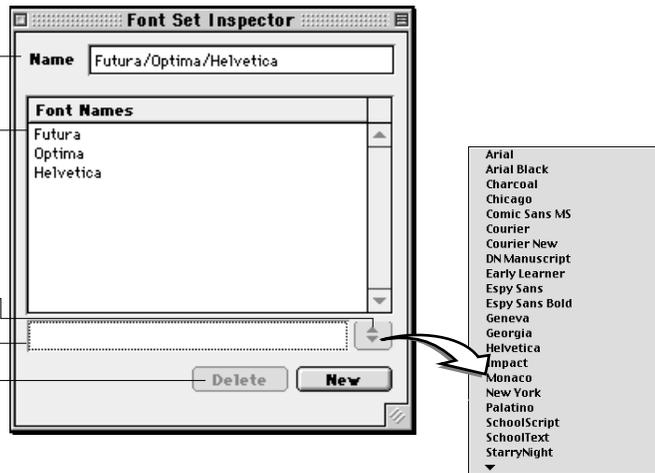
Alternatively, you can also insert a *New Fontset* icon from the *Site* tab of the *Palette* (see page 621) and name it in the *Font Set Inspector*, then add fonts as described above.

Editing Fontsets

To edit a fontset in the *Fontsets* tab of the *Site Window*, proceed as follows:

1. Select a fontset in the *Fontsets* tab
2. Click the *New* button in the *Font Set Inspector*.
3. Select a font from the popup menu above the *New* button. Press the Return key to add the font to the current fontset.

Extracting Fontsets from Pages Within Your Site

As with external references and colors, you can also extract fontsets assigned to text on pages listed in the *Files* tab and list them in the *Fontsets* tab of the *Site Window*.

To extract the fontsets used in your site, proceed as follows:

1. Click the *Fontsets* tab rider in the *Site Window*.
2. Choose the *Get Fontsets Used* command from the *Site* menu.
3. A *New Fonts* folder appears in the *Fontsets* tab.
4. Click the small triangle control to view the content of the *New Fonts* folder.

It contains a listing of "untitled fontsets," which are the fontsets your site uses.

5 If desired, click any fontset and name it in the *Font Set Inspector*, as outlined above in the section

Tip: You can also do this by using the Clear Site feature described in the section *Clearing the Site Folder* on page 641.

Exchanging Fontsets Between Sites

To copy fontsets between sites, proceed as follows:

1 Open the source and destination site documents.

2 In the source site, select one or more fontsets from the *Fontsets* tab of the *Site Window*.

3 Drag your selection at the *Fontsets* tab of the destination site. If the tab is not open, drag at the tab rider first, wait for it to open, then drag onto the main window area.

Finding out where Font Sets are used

The *Link Inspector* lets you find out where the *Font sets* listed in the *Site Window's Fontsets tab* are actually used. The screenshot below shows an example.

To inspect the font sets used in your site, proceed as follows:

1 Select the desired font set from the *Fontsets* tab of the *Site Window*.

Inspecting Font Set Usage with the Link Inspector

The Link Inspector displays the pages the selected font sets are used in.
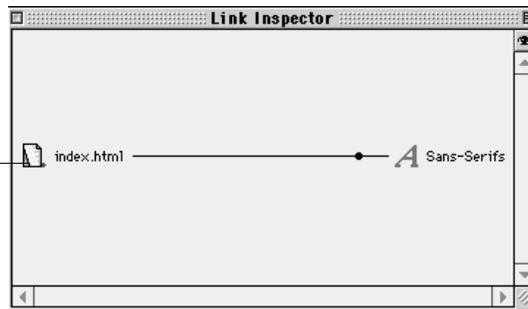
2 Click the *Open Link Inspector* button [⊡‹8] in the *Site Toolbar* to open the *Link Inspector* shown above.

3 The *Link Inspector* now displays the pages where the selected font sets are used.

Changing Hyperlinks and File References

The *Change all references…* button in the *Site Toolbar* and the equivalent *Change References* command in the *Site* menu supply a very powerful site management tool that lets you edit a hyperlink or file reference everywhere throughout your site. For example, you can use this command to replace a background image without opening a single page. The *Change all references…* command also lets you replace a page that is the target of multiple hyperlinks without opening each source page and rearranging the link via *Point & Shoot*.

To replace a hyperlink or file reference everywhere in your site, proceed as follows:

1   In the *Site Window*, select the page, image, or media file to be replaced throughout your site.

2   Click the *Change all references* button [icon] in the *Site Toolbar*.

3   The *Change References* dialog box appears, already displaying the name of the file to be replaced in the *Change all references to* text box.

Using Point & Shoot from within the Change References Dialog Box

Using Point & Shoot changes all occurrences of the file reference in your site.
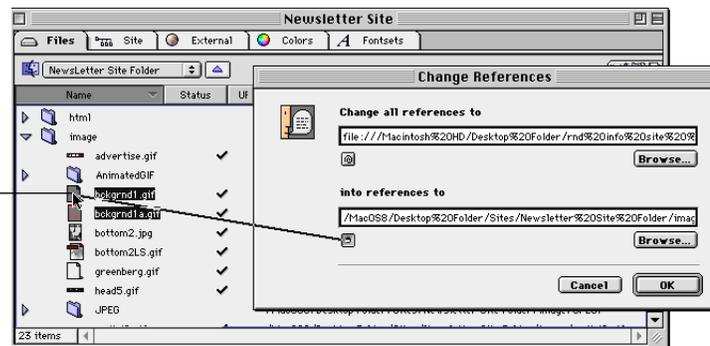
4   Click the *Point & Shoot* button below the *into references to* text box, and drag to the new resource you want to replace the old one with.

5   Release the mouse button. The interconnecting line flashes twice to indicate that *Point & Shoot* has been successful.

6   A *Change Reference* dialog box appears, prompting you to confirm that you want Adobe GoLive to update all hyperlinks or file references affected by this action. If desired, deselect the checkbox for any file you don't want updated. Click *OK*.

7   Adobe GoLive will update all specified hyperlinks or file references now.

8   Double-click any page that has been changed to view the effect.

⚠️ You can also change hyperlinks and file references from within the *Link Inspector* window. For more details, please see page 676.

Toggling Between the Site Window and Document Windows

While inspecting your site, you can use a toggle button and menu in the toolbar to switch back and forth between a document in *Layout* view and the *Site Window* (or several *Site Window*s open at the same time).

The screenshots below show the location of the window toggle button and the windows menu in the toolbar.

The Switch Windows Button and Menu

Click this button to return to the Layout view.

Click this button to return to the Site Window.

Click the small triangle control to pop up a list of all active windows.

Part 23— Viewing the Structure of a Site

Part 23 explains how you can use the *Site View* tab in Adobe GoLive's *Site Window* to view the structure of your site, outlining its multiple options for customizing, filtering, and restructuring the display. There are six major subsections in Part 23:

- The section *Viewing Your Site in the Site View Tab*, starting on page 662, describes the basic viewing functionality built into the *Site View* tab of the *Site Window*.

- The *Navigating the Site View* section, starting on page 663, explains the navigation tools incorporated in the *Site View*.

- *Zooming In and Out* on page 664 details how you can control the zoom factor of the *Site View* to see other levels of detail.

- *Collapsing and Expanding the Site View*, starting on page 665, outlines how to use the unique collapse/expand control to hide or show items or entire hierarchy levels.

- The section *Customizing the Site View*, starting on page 666, tells you how to use the *Site View Settings* window to control what appears in the *Site View* tab.

• *Inspecting Links in the Site View*, starting on page 671, describes the *Link Inspector* window, which lets you track hyperlinks and file references down to page level.

Viewing Your Site in the Site View Tab

The *Site* tab in Adobe GoLive's *Site Window* is a powerful graphical viewing tool that lets you survey the structure of your site at a glance.

The *Site View* tab presents an overview of the hierarchy within your site, using user-selectable document icons and a tree metaphor to demonstrate how the links branch out from the homepage to lower-level pages. Adobe GoLive's hierarchical site view is based on a typical parent, child, and sibling approach: The homepage is the parent to all pages on the next lower level, which are in turn children of the homepage. Pages on the same level are siblings to each other.

The Site View

The homepage is the parent page.

Vertical interconnecting lines represent forward links.

Referenced pages are children of the parent page and siblings to each other.

Horizontal arrows represent backward links between a child and a parent or horizontal links between siblings.

This popup menu lets you zoom in and out of the Site View.

The title or file name of the selected page appears here.
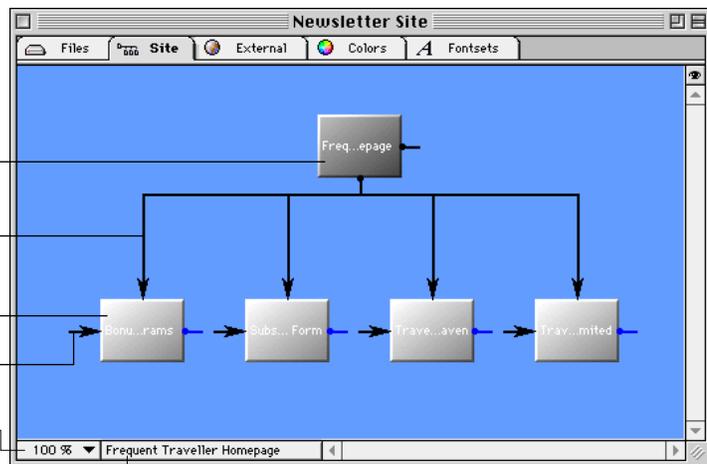
The hierarchy of your Web site is represented by the solitary homepage icon at the top and several rows of icons below it, depending on its complexity.

Numerous controls and shortcuts help you navigate even the most complex structures. You can walk through the hierarchy using keyboard shortcuts, zoom in and out, move selected pages, and scroll the content of the *Site View* using the *Site Navigator* window. You can also customize the *Site View* to your viewing preferences using a companion *Inspector* window.

Beyond its viewing functionality, you can use this window to lay out the architecture of your site by adding new generic pages and links (see *Designing a Site Using the Site View* on page 678).

Switching to Link Hierarchy Mode

If you have worked in *Navigation Hierarchy* mode before, you may have to click the *Link Hierarchy* button ⊞ on the *Site Toolbar* to set the *Site View* to view-only and disable the site design mode. (See *Designing a Site Using the Site View* on page 678.)

Cleaning Up the Site View

When you open the *Site View* for the first time after creating or importing a site, click the *Arrange* button ⊞ on the *Site Toolbar* to clean up the *Site View*.

Navigating the Site View

Navigation in the *Site View* is greatly eased by the *Site Navigator* window and navigation keys described here.

The Site Navigator

The *Site Navigator,* a companion window to the *Site Window,* is available at your fingertips to help you find your way through huge sites with hundreds of pages. The *Site Navigator* window displays a miniaturized site map. You navigate by dragging a marquee to determine the portion of the site you want the *Site View to display.*

The Site Navigator

Drag this marquee to shift the focus in the Site View.
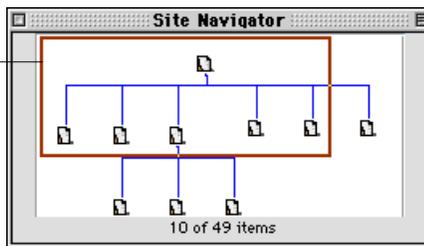
To navigate a site using the *Site Navigator* window, proceed as follows:

1 Click the *Open Site Navigator* button ⊞ in the *Site Toolbar*.
2 The *Site Navigator* window appears on top of the *Site View*.
3 Locate the marquee in the *Site Navigator* window and drag it around.

4   As you drag, the focus will change in the *Site Window*, showing other sections of the site. Additionally, two item counts are displayed at the bottom of the window. The first one indicates the number of items visible in the *Site View*. The second indicates the total number of items in the site, both visible and invisible.

Navigation Keys

Navigation keys let you walk through your site with ultimate ease. You can use the Up and Down Arrow keys on your keyboard to jump between hierarchy levels and the Left and Right Arrow keys to move sideways between pages at the same level.

Zooming In and Out

The *Site View* features a built-in *Zoom* menu with zoom levels ranging from 10 to 150 percent.

The Zoom Menu

Use the Zoom menu to select a zoom factor for the Site Window.

Double-clicking the menu tab resets the zoom factor to 100 percent.


```
10 %
20 %
50 % (Small Size)
80 %
100 % (Normal Size)
150 %

Fit Site in Window

• 100 %
```
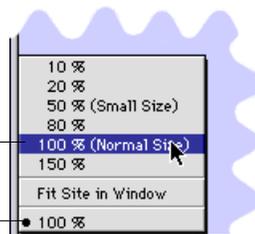
To zoom in and out of the *Site View*, proceed as follows:

1   Locate the *Zoom* menu at the lower left corner of the *Site View*.

2   Choose a zoom factor other than the default 100 percent to view more or fewer details in the *Site View*, or choose *Scale to Fit* to view the entire site at a time.

Alternatively, you can also Control-click anywhere in the *Site View* and drag to zoom in on pages. Pressing Control-Alt and dragging zooms back out.

3   To return to the default 100 percent view, double-click the menu tab showing the current zoom factor.

Collapsing and Expanding the Site View

Each page or file symbol in the *Site View* has a set of *Hide & Show* live buttons that let you clean up the display by temporarily hiding a selected part of the site tree.

Page Symbol with Hide & Show Live Buttons

The "Up arrow" (or "Down arrow") indicates that the section above (or below) this page is fully expanded.

The "Right arrow" indicates that the section below (or above) this page has been collapsed.

To collapse and expand branches of the site tree, proceed as follows:

1 Move the mouse pointer over the page symbol whose child or parent pages you want to hide.

2 "Up arrow" and "Down arrow" live buttons appear at the top and bottom of the symbol, respectively.

3 Click the live button on top of the symbol to hide any higher-level pages or the one at the bottom to hide any lower-level pages.

When you click the live buttons, Adobe GoLive hides any pages above or below the current page. (If you hide pages above the current page, it collapses anything at a higher level in the site tree, including the homepage and any further levels in between.) The "Up arrow" or "Down arrow" turns into a "Right arrow" to indicate that this part of the site tree has been collapsed. You can also identify a collapsed part by a stack of icons that appears instead of the default page symbol.

Stacked icons in the Site View

Stacked icons indicate that the site tree has been collapsed.

4 Click the respective "Right arrow" live button to expand higher or lower levels. You can expand the site tree level by level or all at once:

- Click the "Right arrow" live button at the top or bottom to re-display only the page directly above or below the current page. If you want to expand the entire level above or below the current page, go up or down one level and click the "Right arrow" live button of the solitary page symbol. (You can expand one level at a time this way.)

- As a shortcut, you can alt-click the "Right arrow" live button at the top or bottom to redisplay the entire site tree above or below the current page.

Customizing the Site View

The *Site View* provides many customization options that let you tailor the display to your needs. Options include, for example, the appearance of the page symbols, various display colors, and the way symbols are arranged. You can customize viewing in the *Site View Settings* companion window to the *Site View* tab, which has four tabs with different options. The example below illustrates the effect of using the *Thumbnails* option from the Graphics tab of the *Site View Settings* window.

Thumbnail Previewing in the Site View

Once saved in Layout mode, HTML pages display as thumbnail previews in the Site View if you choose that option in the Site View Controller window.
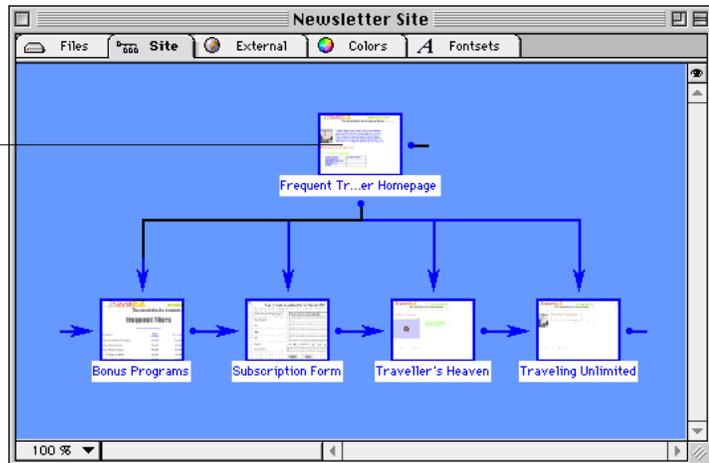
The Site View Controller

Accompanying the *Site View* is a context-sensitive *Inspector* window that lets you adjust many display options. It has four tabs:

- The options in the *Arrange* tab let you adjust the viewing mode for the *Site View* and the arrangement of the page symbols.
- The options in the *Filter* tab let you determine what the *Site View* window displays.
- The options in the *Display* tab control the appearance of the page symbols and links, as well as the invisible grid used to arrange symbols.
- The options in the *Color* tab allow you to select custom colors for the items that the *Site View* window displays.

Use the options in the *Arrange* tab as follows:

1 Click the "eye" button ◉ in the upper right corner of the *Site View* to open the *Site View Controller,* then click the *Arrange* tab rider.

The Arrange Tab of the Site View Controller

Leave this option selected while viewing a site that has all of its pages and links already in place.

Check this option to have all symbols snap to the invisible grid.

Check this option to have all symbols arranged in a staggered grid.

This option is only available in Navigation Hierarchy mode.
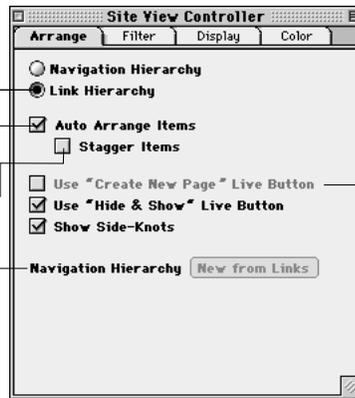
This option is only used in Navigation Hierarchy mode.

2 Leave the *Link Hierarchy* radio button selected. This option controls the mode in which the *Site View* window displays pages:

- *Navigation Hierarchy* switches to *Navigation Hierarchy* mode. You work in *Navigation Hierarchy* mode while designing sites. *Part 24 — Designing a Site* discusses this mode.

- *Link Hierarchy* switches the *Site View* to the *Link Hierarchy* mode, which is the view-only mode you will use now.

3 Select the *Auto Arrange Items* checkbox to let all symbols snap to the invisible magnetic grid. Use the *Horiz.* and *Vert.* text boxes in the *Display* tab to adjust grid spacing.

4 Select or deselect the *Stagger Items* checkbox to arrange items using either a staggered or straight grid.

5   Select the *Use "Hide & Show" Live Button* checkbox to display the *"Up"* and "Down" arrow live buttons.

6   Select or deselect the *Show Side-Knots* checkbox to toggle the forward and backward link arrows on and off.

7   The *Use "Create New Page" Live Buttons* and *Navigation Hierarchy* options are reserved for use in *Navigation Hierarchy* mode. *Part 24 — Designing a Site* describes this mode.

Use the options in the *Filter* tab as follows:

1   Click the "eye" button ☜ in the upper right corner of the *Site View* to open the *Site View Controller* window, then click the *Filter* tab rider.

The Fi ter Tab ot the Sιte Vιew Controller

Use these options to determine what the Site View will display.

Use these options to determine whether a page or file needs to be referenced in order to appear in the Site View.
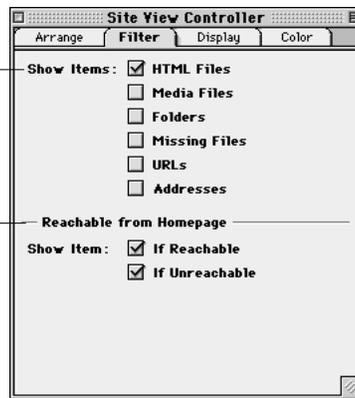
2   Check or uncheck any of the options in the *Show Items* section to determine which items should appear in the *Site View*:

-   Checking *HTML Files* displays all Web pages.
-   Checking *Media Files* displays all images and media files.
-   Checking *Folders* displays folders.
-   Checking *Missing Files* displays any missing items, as listed in the *Errors* tab in the right pane of the *Site Window*.
-   Checking *URLs* displays any hyperlinks to external sites placed within any page throughout your site.
-   Checking *Addresses* displays any E-mail addresses placed within any page throughout your site.

3 Check or uncheck any of the options in the *Reachable from Home-page* section to determine whether you want only referenced items to appear in the *Site View*:

- Click *Show Item: If Reachable* to display any item that can be reached via hyperlinks—either directly from the homepage or from lower-level pages.

- Click *Show Item: If Unreachable* to show all items in the *Site View*— regardless of whether they are referenced or not.

Use the options in the *Display* tab as follows:

1 Click the "eye" button ☻ in the upper right corner of the *Site View* to open the *Site View Controller* window.

The Graphics Tab of the Site View Controller

Use these options to control the appearance of the page symbols.

Use the grid options to customize your site view.

Use these buttons to toggle link shape.

Use these radio buttons to the display mode of the Site View.

Use these options to determine what text information is used to identify pages.

Use these text boxes to resize the page symbols.

2 Click any of the *Show Items as* radio buttons to select the appearance of page symbols. Four options are available:

Icons   **Frames**   **Thumbnails**   **TV Screens**

3 Click the *Page Title* or *File Name* radio button to determine how the *Site Window should identify pages.*

4 In the *Grid Spacing* group of options, enter a value in pixels in the *Horiz.* and *Vert.* text boxes to resize the invisible magnetic grid that determines the horizontal and vertical spacing between the symbols displayed in the *Site View*. The magnetic grid is enabled by the *Auto Arrange Items* checkbox in the *Arrange* tab (see above).

5　Enter a value in pixels in the *Frame Size Width* and *Height* text boxes to set the size of the page symbols displayed in the *Site View*. The size you specify here is applied to symbols displayed as *Frames*, *Thumbnails,* or *TV Screens.*

6　Click any link shape button to select a link shape:

　　　Click this button to toggle line shape to curved.

　　　Click this button to toggle line shape to skewed.

　　　Click this button to toggle line shape to orthogonal.

7　The *Display* option at the bottom of the tab toggles the display mode between the default *Site View* and the outline appearance. The *Outline* mode combines the customary file list and tree metaphors from the *Files* and *Site* tabs of the *Site Window* in a structured hierarchical list view. An example of the *Outline* display mode is shown below.

The Site View in Outline Mode

The Outline mode displays your site's hierarchy as a structured file list.
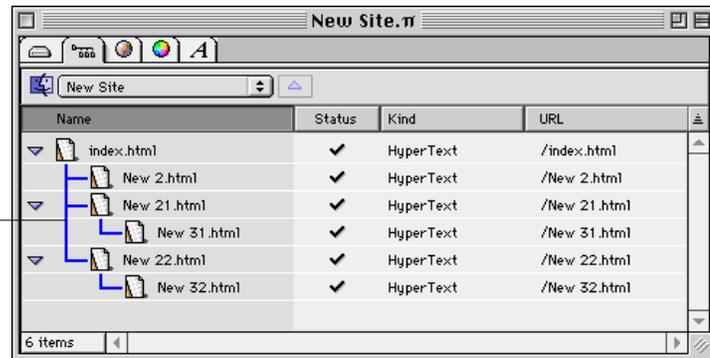
The *Outline* view is available both for the *Link* and *Navigation Hierarchy* modes of the *Site View*.

Use the options in the *Color* tab as follows:

1　Click the "eye" button ◉ in the upper right corner of the *Site View* to open the *Site View Controller* window, then click the *Color* tab rider.

2　Click any of the color fields to open the *Color Palette* and assign custom colors to the background of the *Site View* window, to links and navigation arrows, to tips and buttons highlighted by user selection, and to selected items.

The Color Tab of the Site View Controller

Click any color field to select a custom color for the objects displayed in the Site View.

Use these options to override the default or custom color for pages with external color definitions.
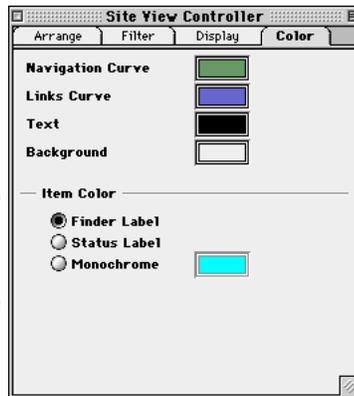
3 Use any option from the *Item Color* section to override the default or custom color used to display pages:

- Click the *Finder Label* radio button to let each page symbol assume the color of the label assigned to the physical file in the Finder. You can assign finder labels in the *File Inspector* (see page 645).

- Click the *Status Label* radio button to let each page symbol assume the custom color defined for its page status. You can assign page statuses in the *File Inspector* (see page 644) and define them in the *Site - Page Status* preferences dialog box (see page 713).

- Click the *Monochrome* radio button and choose a color in the color field next to that option to use a custom color for all page symbols that appear in the *Site View*.

Inspecting Links in the Site View

The *Site View* tab uses a set of arrows and graphical symbols to display physical links between pages in your site. The ends and tips of the links are clickable, allowing you to pinpoint the sources and destinations of hyperlinks with ultimate ease.

How Links Are Displayed in the Site View

There are two types of links in the *Site View*:

• A forward link is a vertical link between a parent and a child. Forward links are displayed as vertical arrows, with a bullet at the bottom of the source page and an arrow tip pointing at the top of the destination page.

A Forward Link

The origin of a forward link is selectable.

Forward links appear as vertical arrows.

The arrow tip of a forward link is also selectable.

• A backward link, also referred to as a side-knot, is a horizontal or vertical link between siblings or between a child and a parent.

Two different symbols display a backward link:

The *Incoming Link* symbol indicates a referenced page, that is, a page used as the destination of a link.

The *Outgoing Link* symbol indicates a referencing page, that is, the page that contains the source of a link.

Inspecting Links in the Link Inspector

Inspecting Forward Links

To inspect a forward link, proceed as follows:

1 If you have zoomed out of the *Site View*, return the zoom factor to more than 50% or higher.

2 Move the mouse over the arrow tip at the top or the bullet at the bottom of a page icon. This will highlight the origin or destination of the link, changing its color to yellow (unless you have selected another color in the *Color* tab of the *Site View Controller*, as in the preceding section).

3 Click to open the *Link Inspector*, which shows all pages, images, and media files referenced by this page, plus other pages that reference the page itself.
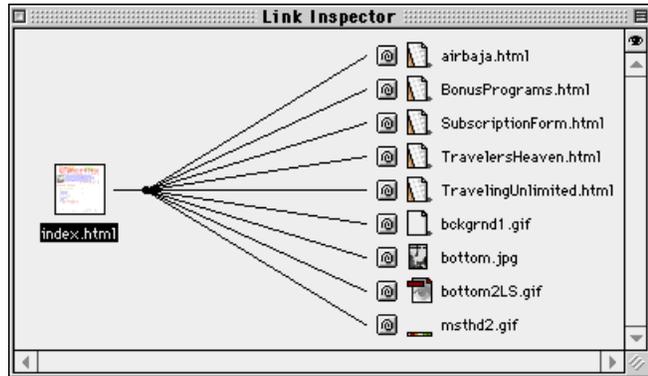
The example above shows the *Link Inspector* after you click the bullet at the bottom of the *index.html* homepage.

Inspecting Backward Links

To view the source and destination of a backward link, proceed as follows:

1 Move the mouse over the *Incoming Link* symbol to the left of a page to highlight the corresponding outgoing link(s) of the source page(s).

   Move the mouse over the *Outgoing Link* symbol to the right of a page to highlight the corresponding incoming link(s) of the destination page(s).

2 Click either link symbol to display the *Link Inspector* for that page.

Inspecting Links in the Link Inspector
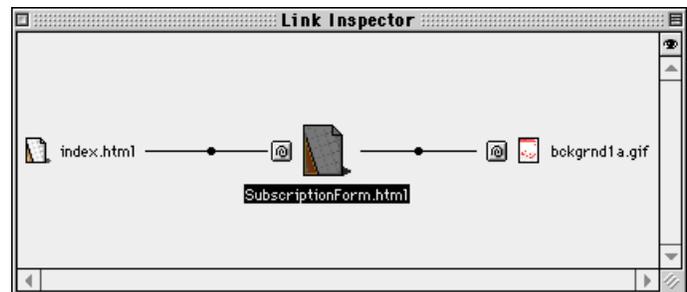
The example above shows the *Link Inspector* after clicking the outgoing link symbol to the right of a child page of the homepage.

Walking Through the Link View

The *Link Inspector* window allows you to walk through your site by clicking pages and resource icons successively—starting at the page whose link arrow you have clicked initially in the *Site View* and working your way through all levels of the hierarchy.

To walk through the *Link Inspector* window and view the pages and the resources they use, proceed as follows:

1 Click the icon of the page or resource you wish to inspect.

2 Adobe GoLive updates the display in the *Link Inspector* window. The page or resource you choose becomes the current selection, which the large icon indicates.

Viewing a Resource in the Link Inspector

Six Web pages reference this image file.
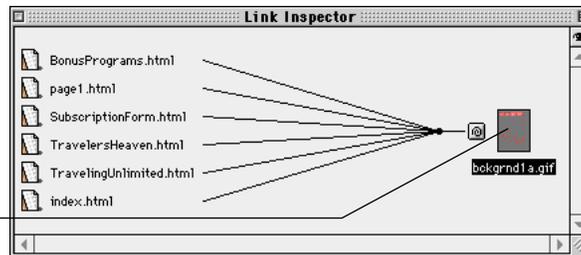
3 Click other icons to view more pages and resources. The example above illustrates how you can view the pages that reference a particular media file.

Customizing the Link Inspector

Accompanying the *Link Inspector* is a controller window that lets you select what is displayed when you click any link to open the *Link Inspector*.

The Link View Controller

Click here to hide or show forward links.

Click here to hide or show backward links.

Use these options to show or hide entire classes of objects.

Click here to toggle the thumbnail display in the Link Inspector on and off.
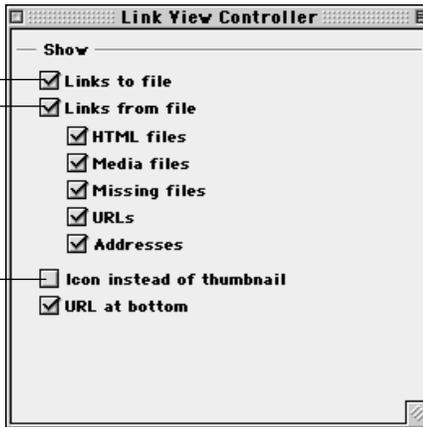
To show or hide a class of objects, proceed as follows:

1 Click the "eye" button 👁 in the upper right corner of the *Link Inspector* window to open the *Link View Controller*.

2 Uncheck the appropriate checkbox to hide that item.

3 Check the appropriate checkbox to show that item.

4 Check the *Icon instead of thumbnail* checkbox to turn thumbnail previewing off.

The following example shows the *Link Inspector* with HTML files only and thumbnail previewing enabled.

Viewing Referenced Pages in the Link View
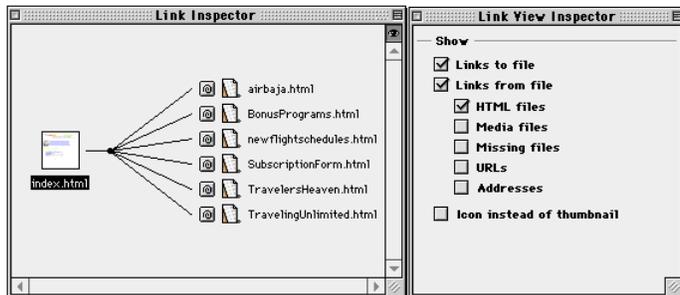
Editing Hyperlinks and File References Using the Link Inspector

Beyond its mere link inspection capabilities, the *Link Inspector* allows you to use *Point & Shoot* to update all hyperlinks and references pointing to a particular Web page or resource file. This feature is particularly useful if you need to exchange repetitive design elements in all pages throughout your site or a Web page that many other pages reference.

Exchanging a Background Image from within the Link Inspector

Click the item you want to replace in the Link Inspector, then Point & Shoot at the new file item.
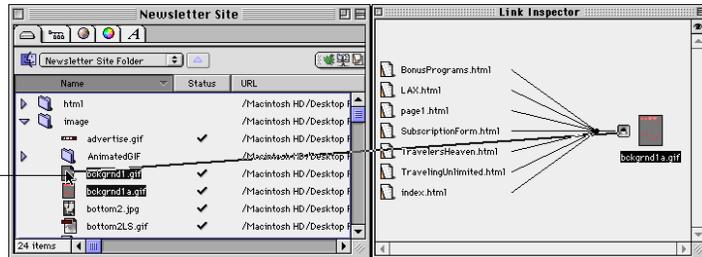
The example above shows how you can exchange a background image "across the board."

⚠ This is a very powerful feature, so use it with extreme care. Although editing references to pages shouldn't pose major problems (you only redirect a hyperlink), exchanging images or other media items is far more critical. When you do so, make sure that the new image or media item has exactly the same size and width-to-height proportions as the one you want to replace, or else it may come out distorted.

To edit hyperlinks and file references from within the *Link Inspector* window, proceed as follows:

1   Locate the page, image, or media file you want to replace within your site and select it.

2   Click the *Point & Shoot* icon next to the file icon in the *Link Inspector* window.

3   Drag to the new item in the left pane of the *Files* tab.

    If the *Files* tab is not open—for example because you have been working in the *Site View* before opening the *Link Inspector*—drag to its tab rider, wait for the *Files* tab to open, then drag onto the new file.

4   The interconnecting line blinks twice to indicate that *Point & Shoot* has been successful.

5 A *Change Reference* dialog box appears, prompting you to con-
firm that you want Adobe GoLive to update all hyperlinks or file
references affected by this action. If there are any files you don't
want updated, deselect the checkbox. Click *OK*.

6 Adobe GoLive will update all specified hyperlinks or file referenc-
es now.

7 In the *Link Inspector*, the replaced file now appears as a solitary
icon, with all its links removed.

You can also change hyperlinks and file references directly in
the *Site Window* using the *Change all references…* button in the
Site Toolbar or the *Change References* command from the *Site*
menu. For more details, please refer to page 660.

Part 24— Designing a Site

Part 24 tells you how to use the *Site View* tab in Adobe GoLive's *Site
Window* to visually design a new site. It is subdivided in three sec-
tions:

• The section *Designing a Site Using the Site View*, starting on
page 678, introduces you to Adobe GoLive's advanced site design
tools.

• *Switching to Navigation Mode*, starting on page 679, acquaints
you with Adobe GoLive's *Navigation Hierarchy* mode, a unique
HTML 4.0-based feature that allows for the display of a site's
structure by navigational relationships between pages.

• The section *Adding New Pages in the Site View*, starting on
page 680, outlines how to build the "blueprint" of a site using
the *Site View* tab of the *Site Window*.

• The section *Turning Navigational Links into Hyperlinks*, starting
on page 683, finally explains how you create the physical links
that the "blueprint" of your site requires.

Designing a Site Using the Site View

Adobe GoLive's *Site* tab is a fully featured site designer, providing a convenient way of designing the architecture of your site before adding content to your pages. After creating a new site document, you can switch to the *Site View* immediately and design your site by creating a hierarchy of empty pages.

The pages you add serve as placeholders; they will be held in a *New Files* folder within your site folder. When finished with your site design, you can start filling the new pages with content and create physical links. The following screenshot illustrates the process of designing a site.

Designing a Site in the Site View

Starting with a solitary homepage…
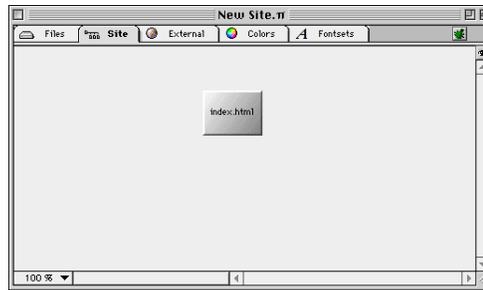
… you can add the first level of child pages by clicking the Create New Page live buttons, or you can drag templates from the Site Window onto the Create New Page live buttons.
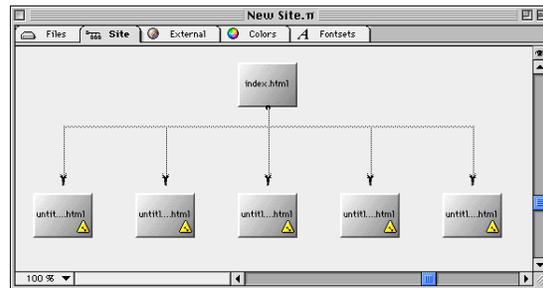
You can then add further levels by clicking the Create New Page live buttons of the child pages created from the homepage.
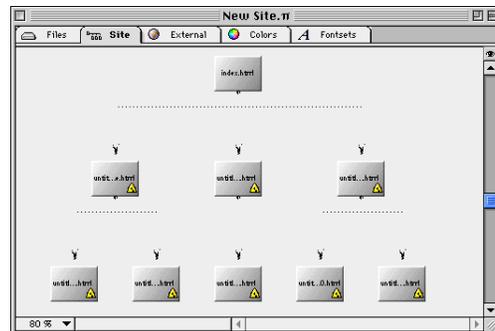
Adobe GoLive uses a meta plan approach to site design that lets you create a structured working model of empty pages. The result is a "blueprint" design that will guide you through your site building project. When designing a site in the *Site View* tab of the *Site Window*, you'll find that Adobe GoLive automatically imposes a structure based on your decisions: You can create either a child page or a sibling of a page. If you create a child page, the new page appears at a lower level in the hierarchy. If you create a sibling, the new page appears on the same level.

Switching to Navigation Mode

To make all site design tools available, you must switch the *Site View* from its *Link Hierarchy* default mode to *Navigation Hierarchy* mode. To switch to the *Navigation Hierarchy* mode, click a button on the *Toolbar* or in the *Site View Controller* window. It enables the *Live Buttons* that appear at the top, bottom, left, and right edges when you move the mouse pointer over a page symbol.

To switch to *Navigation Hierarchy* mode, proceed as follows:

If you have been viewing your site in *Link Hierarchy* mode, click the *Navigation Hierarchy* button 🖧 on the *Site Toolbar* to enable the site design mode.

Alternatively, you can use the *Site View Controller* to switch modes, as described next.

1   Click the "eye" button 👁 in the upper right corner of the *Site View* to open the *Site View Controller* window, then click the *Arrange* tab rider.

Enabling Navigation Hierarchy Mode in the Site View Controller Window

Click this option to switch to Navigation Hierarchy mode.

Select these checkboxes to have live buttons displayed when you move the mouse pointer over a page symbol.

Use this option to create navigational links if you have a site with links already in place.

Click this button to create a table of contents.
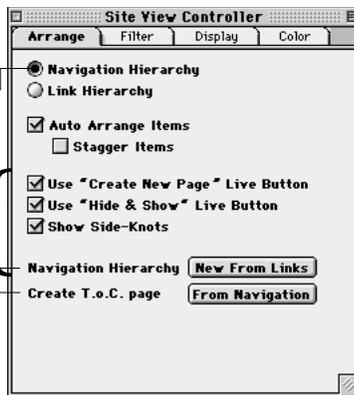
2   Select the *Navigation Hierarchy* radio button to switch the *Site View* to *Navigation Hierarchy* mode.

3   Select the *Use "Create New Page" Live Button* checkbox to enable the live buttons with the small page symbol that create a new page when clicked.

4   Select the *Use "Hide & Show" Live Button* checkbox to display the "Up arrow" and "Down arrow" live buttons if you want to be able to collapse parts of the site tree while designing.

5   Select the *Show Side-Knots* checkbox to toggle the forward and backward link arrows on and off.

6   If you have a site with existing pages and hyperlinks already in place, click the *New from Links* button. This button will overlay the arrows representing physical links with a navigational hierarchy and allow you to add new pages in the *Site View*. If you are not satisfied with your design, this button will also reset the *Site View* and remove all new pages and navigational links.

7   Click the *Create T.o.C. Page* button to have Adobe GoLive generate a table of contents with clickable links from the titles of the pages in your site. This page may come in handy as a navigation aid when you start working on page content.

Adding New Pages in the Site View

You can use new pages or stationery to design the architecture of your site from scratch or add them to an existing site to see how extra pages would fit in.

To add a new empty page or stationery in the *Site View*, proceed as follows:

1   Make sure that you are in *Navigation Hierarchy* mode and that the live buttons have been enabled in the *Site View Controller* window (see preceding section).

2   If you design a site from scratch, you will start with the *index.html* page. At this time, only the default homepage appears in the *Site View*. If you want to add more pages to an existing site, locate the page you want to start with.

3   Move the mouse pointer over the start page. A small *Create New Page* live button fades in slowly to the left, right or at the top or bottom of the page symbol, depending on where you move the mouse cursor. The symbol fades out when you move the cursor in any other direction or away from the page symbol. The following screenshot shows these *Create New Page* live buttons.

Adding a New Child Page to the Site View

Move the mouse cursor over the page you want to add a child page to, then click the Create New Page live button.

The Pending indicator identifies an empty page that has no connection to the rest of the site.

A new page symbol is created. The live buttons appears again to let you carry on with your site design.
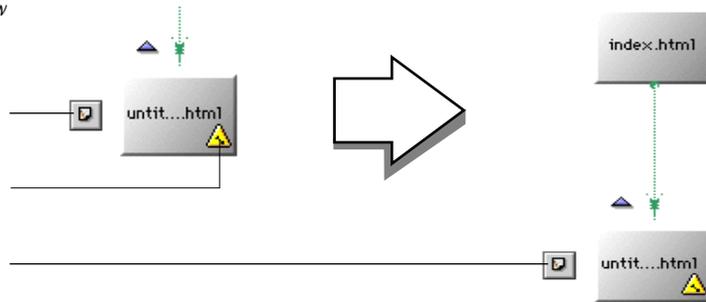
4   Move the cursor in the desired direction and click the *Create New Page* live button to insert a new page.

-    The top live button inserts a new parent page (and a new hierarchy level) above the current page. This button is not available for the homepage, which can't have a parent page.

-    The bottom live button inserts a new child page below the current page.

-    The left live button inserts a new sibling page to the left of the current page. This live button is not available for the homepage, which can't have any sibling pages.

-    The right live button inserts a new sibling page to the right of the current page. This live button is not available for the homepage, which can't have any sibling pages.

5   A new page is identified by a yellow pending indicator in the lower right corner of its symbol. This indicator will not disappear before you create physical hyperlinks (see the section *Turning Navigational Links into Hyperlinks* on page 683).

Alternatively, you can create new pages by inserting a copy of a template page stored in the *Extra* tab of the *Palette* (see page 650 for instructions on adding stationery to your site):

-    Go to the *Palette* and open the *Extra* tab.

The Extra Tab of the Palette

Any stationery you add to the Extra tab of the Site Window appears in the Extra tab of the Palette.

Select Stationeries from this popup menu.
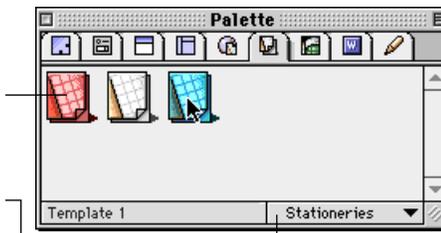
- Select *Stationeries* from the view control menu at the bottom of the *Palette*. (You can't use components to design a site.)
- Locate the desired stationery and drag it to the page to which you want to add a child, sibling, or parent.
- Drag the stationery at the appropriate live button and drop it there to have Adobe GoLive add a new page with basic design elements.
- A dialog box appears, prompting you to confirm that you want Adobe GoLive to update the file references in the copy of the template page. (This is necessary if the template references other pages or contains images.) Click *OK*.
- You have now added a copy of a template to your site.
- From now on, any child, sibling, or parent you create from the new page using its live buttons will be an exact copy of the template.

6 Adobe GoLive adds the new pages you create to the *New Files* folder in the *Files* tab of the *Site Window* and automatically creates navigational links between any parent page and its new child pages.

By default, Adobe GoLive names new pages you create in the *Site View* in the order of appearance, that is, the first page is named "untitledPage1.html", the second "untitledPage1.html", the third "untitledPage13.html", and so on.

7 Name the new pages now to make them easier to identify later on. Depending on the text display option set in the *Site View Controller* window (see page 669), you can either edit the file names or page titles, or temporarily change the text display option in the *Site View Controller* and edit both.

8 Switch to the *Files* tab, then locate and open the *New Files* folder. You will find the new pages with the file names you have just entered in step 7 above. If you have edited the page titles, select each page to have the title displayed in the *Reference Inspector* before changing the file name. (You can also double-click each page to view the title.)

Turning Navigational Links into Hyperlinks

Because there are no physical links between the pages in place at this time, open the homepage now and create hyperlinks to the newly created pages. Each new page "knows" about the navigational links that Adobe GoLive creates as you add pages to the new site. The links that result from the site design form a "to do" list that appears in the *Pending* tab of the *Page Inspector.*

The Pending Tab of the Page Inspector

The Pending tab lists the links you will have to create to match the site design.

The pending indicator is removed from the list when you create a physical link.
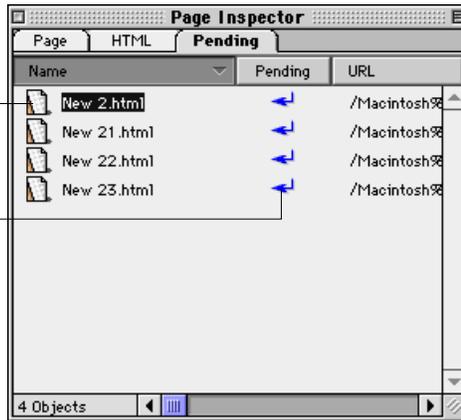
To turn navigational links into physical hyperlinks, proceed as follows:

1   Double-click the *index.html* homepage icon in the *Site View*.

2   When Adobe GoLive has opened the page, click the small page icon above the main window area to display the *Page Inspector* in the *Inspector* window.

3   Click the *Pending* tab to view the list of pending links.

4   Add text or an image to link from, then *Point & Shoot* at the desired file in the *Site View*.

5   The blue pending indicator arrow disappears for the page you have just linked to.

6   Repeat for the remaining destination pages until no pending links remain.

7   Go to other new pages and repeat steps 1 through 6 above.

8   When you finish creating hyperlinks, move the new pages out of the *New Files* folder or rename the folder, for example, to *html*.

Part 25— Site Maintenance

Part 25 describes how Adobe GoLive assists you in troubleshooting broken hyperlinks and lost file references throughout your site. It is subdivided in six sections:

- The section *Maintaining Site Integrity* on page 684 addresses general topics associated with maintaining hyperlinks and file references in a Web site.
- *Error Indicators*, starting on page 684, explains the visual error indicators that may appear in Adobe GoLive's *Site Window*.
- *Common Sources for Errors* page 686 briefly discusses common mistakes.
- *Analyzing Missing File Problems*, starting on page 686, explains how to find out what has happened when Missing Files errors are reported.
- *Analyzing Error Messages Caused by External References*, starting on page 687, tells you how to solve problems caused by improper link parsing preferences or faulty URLs pointing at external sites.
- The section *Repairing Broken Links and Invalid File References*, starting on page 687, outlines Adobe GoLive's hyperlink repair tools and the solutions they provide.

Maintaining Site Integrity

Adobe GoLive continuously monitors the integrity of your site and alerts you to broken links, lost resources, or other errors that may be caused, for example, by moving files in the Macintosh Finder or importing an existing site that has its resources scattered over multiple folders.

When errors occur, you can open a dedicated tab in the *Site Window* that assists you in tracking down the problem. In many cases, you can troubleshoot problems by opening the *Link Inspector* window and restoring links and file references via *Point & Shoot*. Sometimes, you'll have to open the affected page and use *Point & Shoot* from the source of the link or file reference.

Error Indicators

Iconized indicators appearing at the top of the *Site Window* give the first visual hint of errors.

There is at least one page or resource with errors in this site.

This file is OK.

This file contains errors, such as broken links.
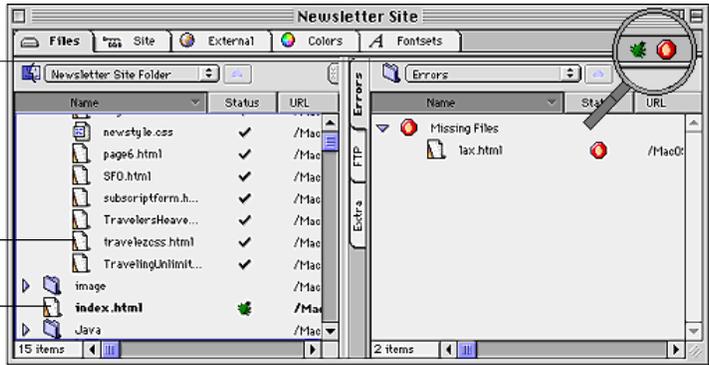
Error indicators in the *Status* column of the *Files* tab supply more hints, and a more detailed description appears in the vertical *Errors* tab in the right pane of the *Site Window* (see example above). Adobe GoLive displays various icons in the *Status* column in the left pane and in the *Errors* tab in the right pane of the *Site Window* to help you identify the nature of an error:

The checkmark symbol indicates that the file is error-free, which means that all referenced files have been found.

The "bug" symbol indicates that there are errors in a Web page—for example, broken links to other resources or files.

The "stop" symbol indicates that the object has lost its connection with the physical file.

The question mark icon indicates that the physical file couldn't be found.

If you see checkmarks only throughout the *Site Window*, your site is ready for use now. You can skip the following sections.

If you do see an error indicator, the following sections explain how to handle errors using Adobe GoLive's various troubleshooting tools.

Error indicators also appear in the *Site View*. If a page contains faulty links or file references, a "bug" shows on the page icon to alert the user to potential problems.

A Page with an Error Indicator in Site View

The "bug"symbol indicates that there is a problem with the links or file references in a page.

Common Sources for Errors

If you stick to managing your site in Adobe GoLive, errors will rarely ever occur. Elaborate link parsing mechanisms ensure that your site remains intact when you move files to other folders in the *Site Window*, immediately prompting you to update all hyperlinks and file references.

Errors are usually caused by moving, deleting, or renaming physical files in the Finder, resulting in missing files and broken links. These problems produce specific error messages that help you track down the problem with ease.

Analyzing Missing File Problems

If you see error indicators at the top of the *Site Window* or in the *Status* column of the *Files* tab, analyze and repair them immediately.

Click the icon bar to display the right pane of the Site Window.

To inspect your site for errors, proceed as follows:

1   If the *Site Window* is in single-pane mode, click the icon bar in the upper right corner of the *Site Window* to display the right pane, then click the vertical tab rider labeled *Errors*.

    If the *Site Window* is in dual-pane mode, click the vertical tab rider labeled *Errors* in the right pane (if not already open).

2   The *Errors* tab displays a detailed description of the problem. The entries listed under the *Missing files* category indicate which specific files couldn't be found although pages in your site reference them.

3   Go back to the files list in the left pane of the *Site Window* and find out which error indicators are displayed for a particular file:

Error Indicators			Problem
	+		A Web page is present in the site folder, but it contains a hyperlink or file reference whose target can't be found. The referenced file has probably been renamed, moved, or deleted.
	+		The physical file has been moved out of or deleted from the site folder.

4   Consult the *URL* column of the *Errors* tab in the right pane of the *Site Window*. It tells you where the missing referenced file was located, complete with its directory path.

5   Select the file icon in the *Errors* tab, then click the *Open Link Inspector* button in the *Site Toolbar* to open the *Link Inspector* window (see page 673).

6   This window is very convenient for troubleshooting a file for broken links and invalid references. The section *Repairing Broken Links and Invalid File References* explains its use.

Analyzing Error Messages Caused by External References

A less specific error message may occur when you reference external URLs in your site. Adobe GoLive's site preferences let you choose whether you want to check external URLs or take them for granted. If you use this option, two situations may produce a "bug" icon at the top of the *Site Window,* but no specific entry in the *Errors* tab:

- *Problem:* You are working without permanent online access to the Web, but have the *Check external URLs* option enabled in the first-level *Site Preferences* dialog box (see page 709). *Solution:* Disable the *Check external URLs* option.

- *Problem:* You are working with permanent online access to the Web, have the *Check external URLs* option enabled, but the URL is incomplete. *Solution:* Check the URL and correct it in the page that contains the reference.

Repairing Broken Links and Invalid File References

When the *Errors* tab of the *Site Window displays an error,* it is very likely that somebody has accidentally moved, deleted, or renamed a file that your site needs because it is referenced by pages.

Troubleshooting Broken Links at Page Level

Using the *Link Warnings* feature, which is available in Adobe GoLive's *Layout* and *Outline* views, you can troubleshoot a broken link problem at page level:

1 In the *Site Window,* double-click a page displayed with a "bug" error indicator in the *Status* column.

2 After opening the file, locate missing objects in the page display—for example, image placeholders appear where an image used to be.

3 Click the *Link Warnings* button 🐞 in the *Toolbar*.

4 Look for objects or text with a red border.

5 Select the object or the text and inspect its hyperlink or file reference in the *URL* text box of the *Inspector*.

6 Renew the hyperlink or file reference using *Point & Shoot* or another appropriate method.

7 When the error has been remedied, the *Errors* tab will go blank and the error indicators will disappear from the top of the *Site Window*.

For more detailed instructions, please refer to the section *Link Warnings* on page 180 in Chapter 4, *Building Web Pages*.

Troubleshooting a Renamed File at Site Level

If somebody has accidentally renamed a file in the Finder, Adobe GoLive reports a missing file in the *Errors* tab. Because the file is not actually missing, this problem is relatively easy to troubleshoot, especially if it was only a minor change in the file name.

To troubleshoot a renamed file, proceed as follows:

1 Try to find out who renamed the file and what he or she renamed it to.

2 Select the missing file object in the *Errors* tab of the *Site Window*.

3 Click the *Open Link Inspector* button in the *Site Toolbar*.

4 The *Link Inspector* window appears, indicating which pages have referenced that file before.

Troubleshooting a Renamed File
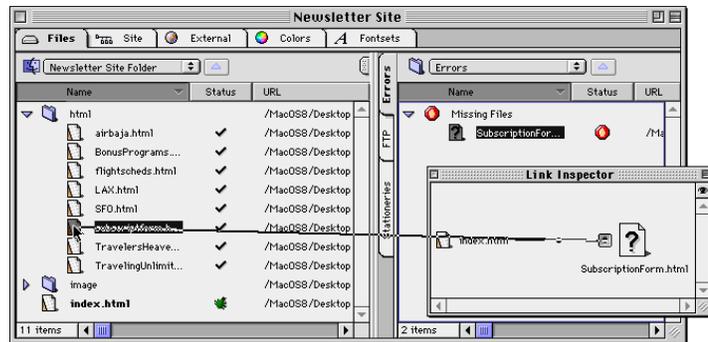
5 Locate the renamed file in the *Files* tab of the *Site Window*.

6 Click the *Point & Shoot* button next to the missing file icon in the *Link Inspector*, then drag at the icon of the renamed file in the *Files* tab.

7 The interconnecting line blinks twice to indicate that *Point & Shoot* has been successful.

8 A *Change Reference* dialog box appears, prompting you to confirm that you want Adobe GoLive to update the hyperlink or file reference you are about to repair. Click *OK*.

9 Adobe GoLive will repair the faulty hyperlink or file reference now.

10 The error message should disappear from the *Errors* tab.

Troubleshooting a Moved or Deleted File at Site Level

If somebody has accidentally moved a file out of the site folder or deleted it altogether, Adobe GoLive reports a missing file in the *Errors* tab. Because the file is not in the site folder and is beyond the reach of Adobe GoLive's site management tools, this problem is more difficult to troubleshoot.

To find a missing file, proceed as follows:

1   Click the *Open Link Inspector* button ▣◂▤ in the *Site Toolbar* and use the *Link Inspector* window to find out which pages have referenced that file before.

2   Consult the *URL* column of the *Errors* tab to discover where the missing file was located.

3   Switch to the Finder and try to locate the missing file using, for example, the *Find* command.

4   When you find the file, drag it back to its original location in the left pane of the *Files* tab.

5   A *Change Reference* dialog box appears, prompting you to confirm that you want Adobe GoLive to update the hyperlinks or file references you are about to repair. Click *OK*.

6   Adobe GoLive will repair the references and update the site. The error message should disappear from the *Errors* tab now.

Using the Contextual Menu for Troubleshooting Missing File Problems

Adobe GoLive offers a *Find* shortcut on a contextual menu that appears when you Control-click a missing file item in the *Error* tab in the right pane of the *Site Window*.

The Find Shortcut in the Contextual Menu
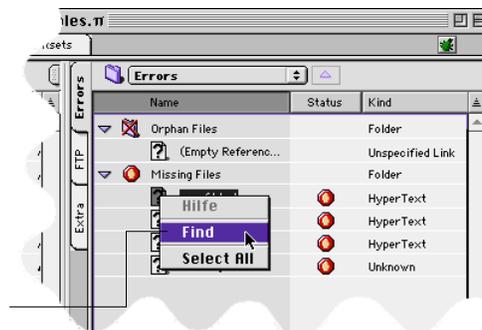
Choose Find from the contextual menu to open the Find dialog box. The Find File tab will appear in front.

Choosing the new *Find* option brings up Adobe GoLive's *Find* dialog box with the *Find File* tab (see page 592) in the front and the file-name already entered in the *Find* text box. All you have to do is click the *Find* button to have Adobe GoLive search the site folder for the missing file.

Part 26— Uploading and Downloading

Part 26 describes how to use Adobe GoLive's built-in FTP tool (File Transfer Protocol) to access your site in the upload area on your ISP's server. It also discusses the optional *Export Site* tool, which lets you gather scattered resources before uploading. Part 26 has six major sections:

- The *General* section, starting on page 690, introduces Adobe GoLive's FTP and Export Site tools.
- The *Uploading Your Site Using the Built-In FTP Tool* section, starting on page 691, explains how to use FTP in the *Site Window*.
- *Using the Standalone FTP Upload & Download Window*, starting on page 696, describes the standalone FTP window that can be invoked from the *File* menu.
- The *Setting FTP Preferences* section, starting on page 697, introduces Adobe GoLive's FTP options.
- The *Exporting Your Site* section, starting on page 701, details the use of Adobe GoLive's *Export Site* command and tells you when it is indicated to export your site.
- *Using the Web Download Feature* on page 704 outlines how to download a selected Web page using Adobe GoLive's *Web Download* command.

General

After you have finished your site building work and all links and pages have tested OK, you can proceed to uploading your site to the Web server, so your audience can browse your pages.

You will upload your site to your own Web server or to a dedicated directory set aside for you on your ISP's server. Alternatively, you can also stage your site on a local server to have your colleagues test it before you upload it to its final destination.

Adobe GoLive has two FTP tools:

*   The built-in FTP tool is integrated in the *Site Window*. It resides in a vertical tab in the right pane. You'll use this FTP tool to upload your site to the Web server or edit pages remotely.

*   The standalone *FTP Upload & Download* window, already familiar to users of earlier versions, allows you to access FTP servers on the Web and upload or download files from within the application.

Optionally, you can prepare your site for publishing using the *Export Site* command. *Export Site* assembles all folders, pages, images, and media files you need in a common folder for uploading (similar to a desktop publishing program compiling a print job before it goes to the service bureau). You may want to use this option if your ISP requires you to use a special way of organizing the files within your site folder. You don't need the *Export Site* command if you are free to use your own folder hierarchy. Adobe GoLive sees to it that your site is kept together in the site folder on your hard disk, which can be uploaded "as is" if no special restrictions apply.

Uploading Your Site Using the Built-In FTP Tool

Adobe GoLive's built-in FTP tool gives you a host of options for accessing FTP servers and it lets you preview and stage pages and sites before uploading them to your Web server.

Three FTP access options are available:

*   You can easily upload or download individual Web pages or an entire Web site.

*   You can edit your site locally, then run an incremental update on the remote server, overwriting only the files that have changed.

*   You can edit your site on the remote server, then run an incremental update on your local hard disk, overwriting only the files that have changed.

Uploading to or downloading from the remote server and updating files is a simple drag & drop process. You connect to the server in your familiar *Site Window* (see *Connecting to an FTP Server* below), open the *FTP* tab in the window's right pane, then drag files and folders from the *Files* tab onto the *FTP* tab or vice versa.

The following screenshot illustrates the process of updating a selected file after your site has been uploaded to the FTP server.

Updating a File via FTP

While connected, drag your selection from the left pane of the files tab onto the right pane.
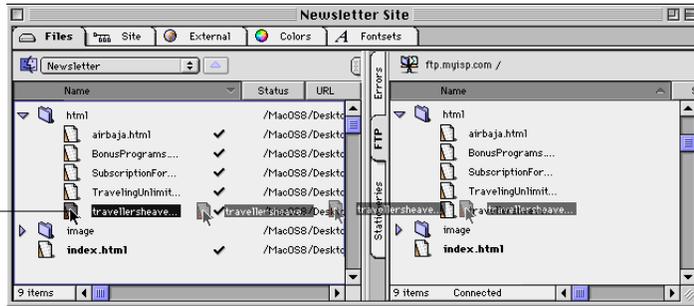
Adobe GoLive suppports most popular server platforms, including Sun OS, Sun Solaris, Windows NT, and others.

Connecting to an FTP Server

Click the icon bar to display the right pane of the Site Window.

To connect to the FTP server specified in the setup, proceed as follows:

1   If the *Site Window* is in single-pane mode, click the icon bar in the upper right corner of the *Site Window* to display the right pane, then click the vertical tab rider labeled *FTP*.

    If the *Site Window* is in dual-pane mode, click the vertical tab rider labeled *FTP* in the right pane (if not already open).

2   Click the *FTP Server Connect/Disconnect* button 🔲 in the *Site Toolbar* to access the server.

    If this is the first time you connect to an FTP server, a dialog box will prompt you to specify the server location. The next section gives instructions for setting up your FTP access.

3   Adobe GoLive starts connecting to the FTP server. Messages in the status line at the bottom of the *FTP* tab indicate this activity:

    -   *Connecting…* indicates that Adobe GoLive is accessing the server.

    -   *Getting file list…* indicates that the connection has been established and that Adobe GoLive is reading the content of the target directory.

    -   *Connected* indicates that Adobe GoLive is online.

4   If this is the first time you upload your site, you will most likely see an empty directory in the right pane of the *Site Window*. If your site has been uploaded before, a file list similar to the one in the left pane will appear.

5   You can now upload your site, click an icon in the *FTP* tab to edit
    a file remotely, or download files from the FTP server to your lo-
    cal hard disk.

Setup for FTP Access

To access an FTP server, you need to know the FTP address, the path
to your personal directory, and your user name and password. If you
are not sure, ask the administrator in charge of the Web server to set
up an account for you.

Setting up Adobe GoLive for FTP access involves two steps:

*   In the first step, you specify the basic settings for server address,
    target directory, your identity, and various communication-
    related settings.
*   In the second step, you set a few rules that determine what to
    upload and how.

To make basic settings for FTP access, proceed as follows:

1   Make sure that you have the PPP, TCP/IP, and Modem control
    panels set up properly on your Macintosh. For more detail,
    please consult the user manual of your modem or ISDN adapter.

2   Click the *Site Settings* button ⊡ in the *Site Toolbar*.

3   The *Site Settings* dialog box appears (see below).

4   In the left section of the dialog box, click the *FTP* icon.

*The FTP Pane of the Site Settings
Dialog Box*

Click the FTP icon to enter basic FTP server access
settings and specify rules for FTP upload.

5   In the *Server* text box, type in the FTP address specified by your
    ISP for the Web server you want to upload to.

6   In the *Directory* text box, type in the directory path to your per-
     sonal folder on the Web server.

     If you specify a directory, Adobe GoLive will try to connect to that
     directory. In most cases, however, you can leave this text box
     blank because your access privileges will typically be restricted to
     your personal folder.

7   In the *Username* text box, type in the user ID that the server ad-
     ministrator gave you.

8   In the *Password* text box, type in the personal password you re-
     ceived from the server administrator.

9   If you want to skip the password entry text box the next time you
     connect to the server (and for future sessions), enable the *Re-
     member Password* option.

10   Place the cursor in the *Port* text box and type in the number of
     the port you will use to access your Web server, for example "21",
     which is frequently used. If in doubt about the port number, con-
     sult your server administrator.

11   If a firewall protects the FTP server, you may have to check the
     Use passive mode checkbox (see page 699 for a short description).

To specify rules for FTP upload, proceed as follows:

1   Go to the *Upload* section of the *Site Settings* dialog box.

2   If you have made regular use of the *Publish* option in the *File*,
     Folder, and *Group Inspectors*, select the two checkboxes in the
     Honor "Publish" State group of options to ensure that all your
     preferred items are uploaded correctly.

3   Select the *Upload referenced files only* checkbox if you want to en-
     sure that you don't upload any excess files.

Please note that Adobe GoLive does not manage links to pages
or references to images embedded in JavaScript code. When
publishing your site, you may need to upload them separately
into their respective folders or directories.

4   Pick the *Show list of files to upload* checkbox if you want to check
     the file list before uploading.

5   Select the *Show options dialog* checkbox if you want Adobe
     GoLive to display a dialog box with the same options as the *Up-
     load* pane of the site *Settings dialog* box every time you start up-
     loading.

The basic setup is finished. You can now connect to the FTP server.

**Uploading
Your Site**

To upload to or incrementally update your site on the remote server, proceed as follows:

1   Connect to the server, as explained in the preceding section.

2   Click the *Upload to Server* button in the *Site Toolbar or* select the files or folders you want to upload in the left pane of the *Site Window* and drag them onto the right pane.

3   If this is a first-time upload, your site will be copied to the FTP server now. If a copy of your site already exists on the remote server, Adobe GoLive will only copy the files that have been changed since the last upload.

4   An *Uploading…* message appears in the status line at the bottom of the FTP tab to indicate that your site is being copied to the server.

5   When Adobe GoLive finishes uploading, the message in the status line reverts to *Connected*.

6   *Click the FTP Server Connect/Disconnect* button to disconnect.

**Downloading
Files**

To download files or folders or incrementally update your site on your local hard disk after editing files on the server, proceed as follows:

1   Connect to the server, as explained in the preceding section.

2   Click the *Download from Server* button in the *Site Toolbar* or select the files you want to download in the right pane of the *Site Window* and drag them onto the left pane.

3   If you copy files you have edited on the remote server, Adobe GoLive will only copy files that have a newer modification date.

4   A *Downloading…* message appears in the status line at the bottom of the FTP tab to indicate that your site is being copied to the local hard disk.

5   When Adobe GoLive finishes downloading, the message in the status line reverts to *Connected*.

6   *Click the FTP Server Connect/Disconnect* button to disconnect.

For information about FTP error messages, please check: *ftp://nic.merit.edu/documents/rfc/rfc0959.txt.*

Using the Standalone FTP Upload & Download Window

Using the standalone *FTP Upload & Download* window is as transparent as FTP access via the built-in FTP tool in the *Site Window.* You can connect to an FTP server and copy files in either direction, provided your access privileges allow you to do so.

The following screenshot illustrates the process of uploading a folder via drag & drop.

Uploading a Folder with Adobe GoLive's Standalone FTP Window

Uploading or downloading files is a drag & drop process.
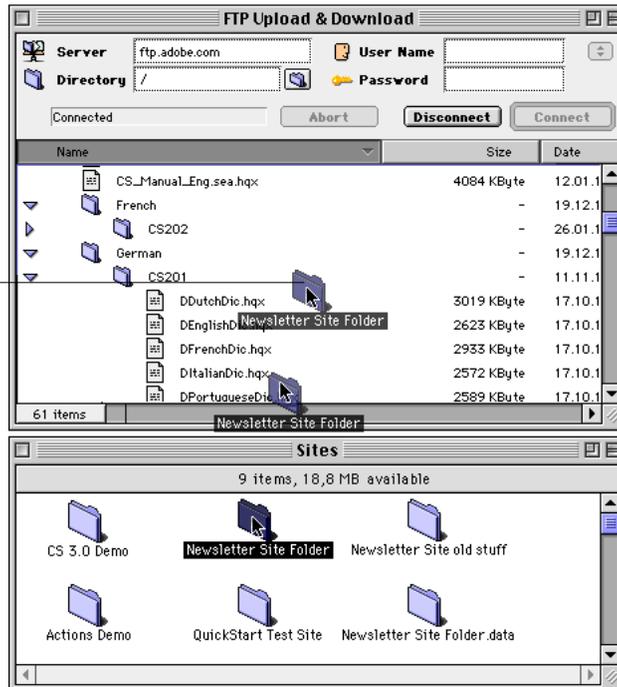
To upload or download files using the standalone FTP window, proceed as follows:

1   Make sure that you have properly set up the PPP, TCP/IP, and Modem control panels on your Macintosh. For more details, please consult the user manual of your modem or ISDN adapter.

2   Choose the *FTP Upload & Download* command from the *File* menu to open the *FTP Upload & Download* window.

3   In the *Server* text box, type the FTP address of the Web server you want to access.

4   In the *Directory* text box, type the directory path to your personal folder on the FTP server.

If you specify a directory, Adobe GoLive will try to connect to that directory. In most cases, however, you can leave this text box blank because your access privileges will typically be restricted to your personal folder.

5   In the *User Name* text box, type in the user ID that the server administrator assigned you. (If you want to access a public download area, you can often use the *Anonymous* user ID, which doesn't require a password.)

6   In the *Password* text box, type in the personal password that the server administrator gave you, if necessary.

7   Click *Connect* to dial into the remote server.

8   After connecting to the remote server, Adobe GoLive will display the directory on the remote server volume.

9   To download, drag files or folders one at a time from the *FTP Upload & Download* window to the Finder. To upload, do the reverse, if your user ID and passsword allow.

Tip: Instead of entering the server information each time you connect, you can also specify servers in the FTP preferences. The servers you specify appear in the popup menu next to the *User Name* text box.
If you have already specified servers for the built-in FTP tool, they will also be available on the popup menu in the *FTP Upload & Download* window.

Setting FTP Preferences

Internet Config Support and Server Preferences

The first-level tab of the *Network* group of options in the *Preferences* dialog box lets you set general Internet access options, such as proxy server addresses.

As is the case with many Macintosh applications accessing servers on the Web, Adobe GoLive can yield control over FTP preferences to *Internet Config* and launch that program directly from within the *Network* group of options in the *Preferences* dialog.

The *Internet Config* utility manages the preferences for your Internet applications, including your E-mail client, FTP utility , and newsgroup application.

If *Internet Config* wasn't included in your MacOS package, you can download for free it from the Web. Here is just one of the numerous locations that offer this useful utility:

ftp://ftp.tidbits.com/pub/tidbits/select/.

Control through *Internet Config* is also available on the *FTP Download* tab, where file name extensions can be mapped to application programs on your Macintosh.

The Preferences - Network Dialog Box

Click the Network icon to set general FTP preferences, including configuration via Internet Config and proxy server selection.
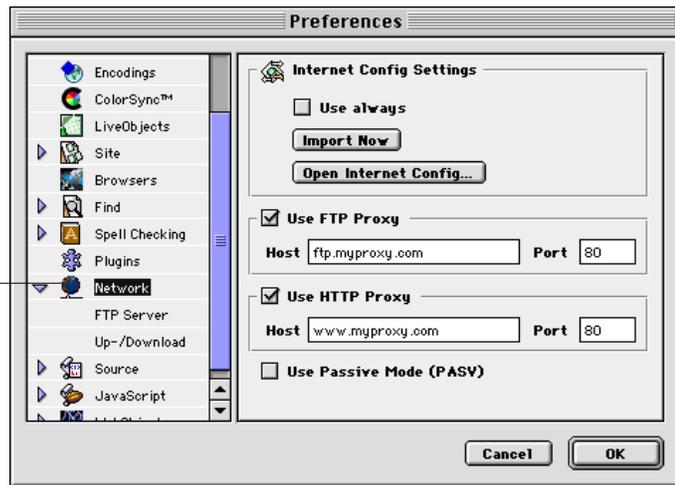
To set up the general Internet access preferences, proceed as follows:

1 Check the *Use always* checkbox to have Adobe GoLive default to the *Internet Config Settings* or click the *Import Now* button to use them for the current session only. Either option turns over control of your Internet access to the In*ternet Config pro*gram. *Internet Config* stores Internet addresses and Web-specific settings for all applications on your Macintosh that have access to the Web, including settings for Adobe GoLive, Web browsers, FTP software, and front end programs for search engines.

 To edit the FTP server access preferences, click the *Open Internet Config…* button.

2 Check the *Use FTP Proxy* checkbox if your ISP uses a proxy server for security reasons. A proxy server acts as a front end for the actual Web server, intercepting viruses and increasing overall security in server operations. If in doubt, ask your server administrator whether your ISP uses a proxy server.

3 Place the cursor in the *Port* text box and type in the number of the port you will use to access your Web server. If in doubt, try "21", which is a frequently used port number, or consult your server administrator.

4 Repeat steps 2 and 3 above for the HTTP proxy server, if required.

5 If the server administrator requires you to connect in Passive Mode, check the *Use passive mode (PASV)* checkbox. If this check-box is selected, Adobe GoLive will initiate the connection, rather than requesting the server to connect back to your Macintosh. Some firewalls rule out incoming connections. This option en-ables Adobe GoLive's FTP tool to overcome those firewall restric-tions.

Favorite FTP Servers

You can manage a list of favorite FTP servers using the *Preferences - Network - FTP Server Dialog Box*.

The Preferences - Network - FTP Server Dialog Box

Click the FTP Server item to manage favorite serv-ers.

Use these options to enter new FTP servers or de-lete selected items from the list.
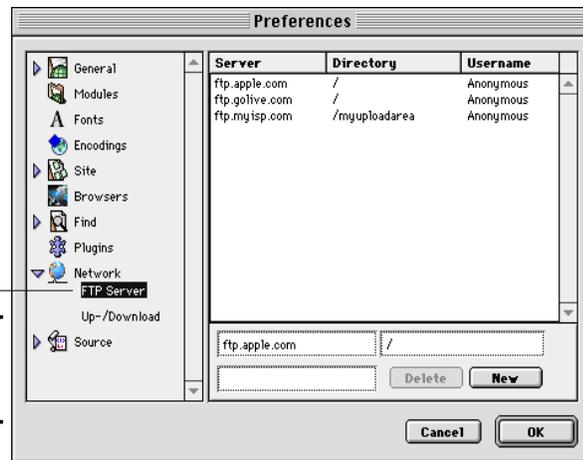
To add an FTP server to the *FTP Server* list, proceed as follows:

1 Click the *New* button to enable the *Server* (left) and *Directory* (right) text boxes.

2 Enter the FTP address of the server and press the Tab key to move the cursor to the *Directory* text box.

3 Enter the desired directory and press the Tab key to move the cursor to the *Username* text box. Press the Return key to confirm your entry.

4 When you finish entering FTP servers, click the *OK* button to close the *Preferences* dialog box.

To delete an FTP server from the *FTP Server* list, proceed as follows:

Click the *Delete* button to remove a selected server entry from the list, if necessary.

FTP Download Preferences

The *Preferences - Network - FTP Download* dialog box allows you to assign a program on your Macintosh to files you download from the Web.

The Macintosh uses a special four-character code to identify file types and creators, allowing the user to open files by double-clicking.

The Preferences - Network - FTP Download Dialog Box

Click the FTP Download item to assign file types to applications.
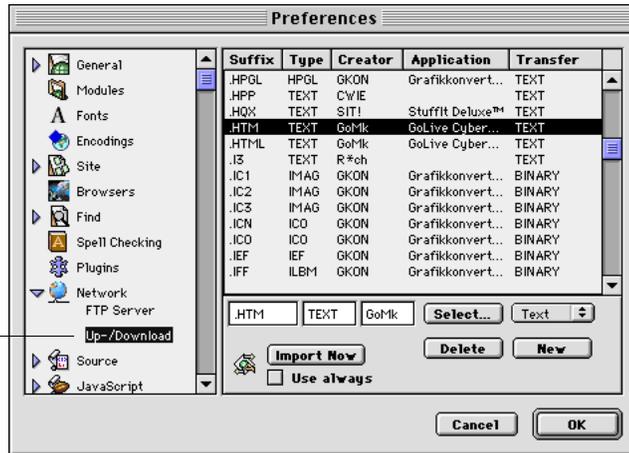
Files downloaded from a Windows NT or UNIX-based Web server, however, don't contain any file type and creator information, so you will have to tell your Macintosh which program to use in order to open them. This is accomplished by mapping a file name extension such as .GIF or .HTML to a Macintosh application.

To map file name suffixes to Macintosh applications, proceed as follows:

1 Click *New* to add a new entry to the list box.

2 Type in the appropriate description in the *Suffix*, *Type,* and *Creator* text boxes or click *Select…* to select an application in the subsequent dialog box.

3 Choose an option from the popup menu below the *Transfer* column to select the way you wish to have your files transferred:

- *Text* downloads the file as a text file. Use this option for HTML pages and general text files.

- *Binary* downloads the file as a binary file. Use this option for all other files.

Alternatively, you can drag an unknown file from the Finder at the *FTP Download* pane and drop it on the mappings list to have Adobe GoLive make the assignment.

Clicking *Delete* removes a selected mapping, while the *Import Now* button lets you import mappings from Internet Config.

Exporting Your Site

Optionally, if your Web master requires you to use a special folder structure, you can use the *Export Site* command to assemble your site before uploading.

To export your site, proceed as follows:

1 With the *Site Window* open, choose the *Export Site* command from the *Site* menu.

2 When you select the *Export Site* command from the *Site* menu, an *Export Site Options* dialog box will prompt you to select various options relating to folder hierarchies and publish status.

With the exception of the *Set as default* button, the same set of options is available in the *Preferences - Site - Export* dialog box (see page 711 for more details).

The Export Site Options Dialog Box

Use these options to determine how your site is assembled when exporting.

Use these options to preselect files and folders by their publishing status.

Use these options to control the way referenced files will be published.

Click the Set as default button if you want Adobe GoLive to use current settings as the default configuration.

3 The *Hierarchy* options permit you to control the underlying directory structure of your site before uploading to the Web server. Use these options as follows:

- *As in site* maps the hierarchy of groups, pages, and resources within your *Site Window* to the resulting site folder.

- *Separate pages and media* creates a site folder containing two subfolders for HTML pages and media items, respectively.
- *Flat* creates a site folder containing all HTML pages and media items, but no subfolders.

Tip: You can open the *Preferences - Site - Folder Names* dialog box (see page 712) and edit the default folder names used for exporting the site.

The following illustration presents the result of the three *Hierarchy* options.

As in site

Separate pages and media

Flat

4   The *Honor "Publish" state of* group of options with its two check-boxes lets you decide which files and folders to export. In the *Honor "Publish" state of* group of options, select:

- *Groups* to have Adobe GoLive export all folders and groups that have their *Publish* status set accordingly in the *File* tab of the *Folder Inspector* (see page 638 for reference).
- *Pages* to have Adobe GoLive export all HTML pages that have their *Publish* status set accordingly in the *File* tab of the *File Inspector* (see page 645 for reference).

5   Additionally, we recommend that you check the *Export only referenced files* option to have Adobe GoLive include only referenced HTML pages and media files from the current project into the site folder. This option yields small sites and minimizes redundancy by omitting all files that are not referenced by any page within the site.

6   You should also check the *Export referenced files that are not part of the site* option to have Adobe GoLive place all referenced HTML pages, media files, and other resources in the site folder, including files from external volumes. This is a safe choice that keeps your site intact.

7   Selecting the *Don't show again* checkbox hides the *Export Site Options* dialog in future sessions.

8   Clicking the *Set as default* button saves the current settings to Adobe GoLive's preferences.

9   Optionally, you can click the *More…* button to have Adobe GoLive streamline the HTML source code when exporting the site. Clicking the *More…* button opens the *HTML Options* dialog box shown below.

The HTML Options dialog box

The checkboxes in the *HTML Options* dialog box let you strip off selected source code elements to generate "pure" HTML—without compromising the integrity of the visual presentation. The following source code streamlining options are available:

-   Adobe GoLive *tags* removes application-specific tags and attributes. If your pages contain animation, scripted actions, or custom plugins, you can use this checkbox to protect your work and deny editing to other Adobe GoLive users.

-   *Comments* removes HTML comments created using the body and header comment icons from the *Palette*.

-   *Spaces* removes the whitespace characters used to indent lower-level tags.

-   *Linefeeds* removes all carriage return and linefeed characters, creating an HTML flow without line breaks.

10 When you are finished selecting options, click the *Export* button in the *Export Site Options* dialog box or click in the *Preferences - Site - Folder Names* dialog box to resume *export*ing.

11 Another dialog box appears, prompting you to indicate where you want Adobe GoLive to save your site folder.

The Create a Site Folder Dialog Box

Select an appropriate location and click *Save* to have Adobe GoLive assemble the site now.

12 The *Site exported successfully* message informs you that the site folder is ready for uploading.

Adobe GoLive Displays a Message When Finished Exporting

When the *Site exported successfully* message box hints at files that were not published, check the *Publish referenced files that are not part of the site* option in the *Export Site Options* dialog box and try again. If error messages persist, use Adobe GoLive's error analysis tools or stage your site on a local server and check all links.

Using the Web Download Feature

The *Web Download* command is a powerful feature that lets users with access to the Internet download a selected Web page complete with all images and media files and save it to a folder. This feature can't substitute a complete FTP download of a site, because it yields a flat file structure that differs from the structure on the Web site.

To download a Web page, proceed as follows:

1 Choose the *Web Download* command from the *File* menu.

2 The *Web Download* dialog box appears, prompting you to enter the URL for the page you want to download.

The Web Download Dialog Box

3 Type in the URL or copy and paste a URL from the bookmarks window of your Web browser, then click *Save As…* .

4 A *Save As* dialog appears, asking you where to save the downloaded page to.

5 Select a location or create a new folder to hold the downloaded page and its associated image and media files, then click *Save*.

6 A message indicates that the host has been contacted.

The Contaction Host Dialog Box

7 One or more messages appear, indicating that files are being downloaded.

The Getting File Dialog Box

8 When Adobe GoLive finishes downloading, it will open the downloaded page, complete with all images and media (except for images referenced in scripts; these are not downloaded).

Please do not reuse other people's material in your site without their express permission, even if the material you download is-not copyrighted. The authors have spent time and effort to create a unique Web presentation.

Part 27— Post-Publishing Tasks

Part 27 discusses general points of interest for users who are new to Web publishing. It deals with some post-publishing issues you should be aware of when publishing to the Web for the first time:

- The section *Finding an ISP to Host Your Web Site* on page 706 suggests where to find an Internet Service Provider.
- *Acquiring a Domain Name* on page 706 tells you why and where to acquire a domain name.
- *Making Your Site Known on the Web*, starting on page 707, explains where to announce your site.
- The section *Registering with the Search Engines*, starting on page 708, lists the addresses of major search engines.

Finding an ISP to Host Your Web Site

If you are designing pages, you probably already have an ISP. If you still lack an ISP or are not content with your ISP's services, here is the one place to go:

http://thelist.internet.com

The *internet.com site*, also known as *The List™*, gives you a choice of more than 4,000 Internet Service Providers—both national and international. You can use this site to shop around and pick out the provider that meets your access speed and site hosting needs without overstretching your budget.

Acquiring a Domain Name

Although not an absolute necessity, a domain name is much like a brand name or trademark that makes your site's address much more accessible for new visitors and easier to recall for frequent visitors.

A domain name includes at least two parts:

- *The subdomain:* This is typically a company or organization name, or an acronym , for example. *adobe*.
- *The high-level domain*: This is the portion after the dot in a Web address, for example *.com* for commercial sites, *.org* for non-profit sites, *.edu* for schools, colleges, and universities, or country codes for sites outside the United States (*.jp* for Japan, *.fr* for France, *.de* for Germany, *.se* for Sweden, etc.).

Currently, the InterNIC organization administers domain names. Acquiring a domain name incurs a one-time fee of US$100 for a new registration and, after two years, an annual domain name renewal fee of US$50.

In most cases, your ISP will handle the registration procedure for you. If you decide to do it on your own, you can contact InterNIC under the following address:

http://www.internic.net

Making Your Site Known on the Web

When you have completed your site building job, it is time to make your Web site known to the world outside. Briefly describe your site, its targeted audience, and its URL, and post your announcement in the places mentioned below. Be sure to keep your announcement free of hype; this is considered bad "Netiquette."

Briefly describe your site and its targeted audience, specify its URL, and post your announcement in the places mentioned below.

Here are examples of places to post your announcement:

- The sponsorship-funded *Manifest Service* lets you register online to have your announcement included in the *What's new too* list (*http://newtoo.manifest.com*). The URL of the submit form is:

  http://newtoo.manifest.com/submit.html

- Many Internet marketing agencies and specialized consultants submit your site announcement to hundreds of search engines, directories, what's new, and what's cool sites. The following list is a selection of commercial services:

  - *Submit It!* (both commercial and free announcement services) at:

    http://www.submit-it.com

  - *PostMaster Announcement Service* at:

    http://www.netcreations.com/postmaster/

  - *Webpromote*™ at:

    http://www.webpromote.com/

  - *Pointers to Pointers*™ at:

    http://www.homecom.com/global/pointers.html

Registering with the Search Engines

Search engines, also referred to as spiders, canvass the Web for bits of information at regular intervals. They build searchable indexes from the keywords they find in the header sections (or, more recently, in the body sections) of homepages or other Web pages. Before you register, make sure that your homepage includes an appropriate selection of keywords. For instructions on how to enter keywords, please refer to the section *Keywords* in Chapter 10, *Working with Head Tags* (see page 487).

Before you register with the search engines, it is good practice to test your site using Adobe GoLive's *Index Search* feature. For instructions, please refer to *Index Search* on page 587, in Chapter 15, *Find & Replace*.

Search engines are not the medium of choice for short-term promotion. It is hard to predict when they hit your site. It may take weeks or even months or be just a matter of days until their indexes include your site.

Here is a list of the major search engines:

- To find out how to register with *Yahoo!*, visit the following URL: *http://www.yahoo.com/info/suggest/*

- To register with *Lycos*, complete the form at: *http://www.lycos.com/addasite.html*

- To find out how to register with *Altavista*, visit the following URL: *http://www.altavista.digital.com/av/content/addurl.htm*

- To register with *Excite*, complete the form at: http://www.excite.com/Info/add_url.html

These lists are far from being complete. If you need more information about announcements, consult your Web master.

Part 28— Site Preferences and Options for Advanced Users

The *Site* group of options in the *Preferences* dialog box gives you extensive control over the way Adobe GoLive's site management tools behave. These options consist of six different dialog boxes:

- The first-level *General Preferences* dialog box is described on page 709.

- The *Export* dialog box is described on page 711.
- The *Folder Names* dialog box is examined on page 712.
- The *Site View* dialog box is described on page 714.
- The *Page Status* dialog box is described on page 713.

Two additional sections deal with options for advanced users:

- The *URL Mappings* section, starting on page 715, details how you handle complex Web sites that reside in separate directories on the Web server or on different Web servers.
- The section *Setting Up Adobe GoLive to Use Absolute Paths*, starting on page 719, explains how you use absolute instead of relative path specifications when working with Adobe GoLive.

The Site Preferences Dialog Box

The first-level dialog box contains options that influence the internal parsing routines and the way Adobe GoLive handles URLs, files, and folders.

The Preferences - Site - General Dialog Box

Choose the Site - General icon to set general preferences.
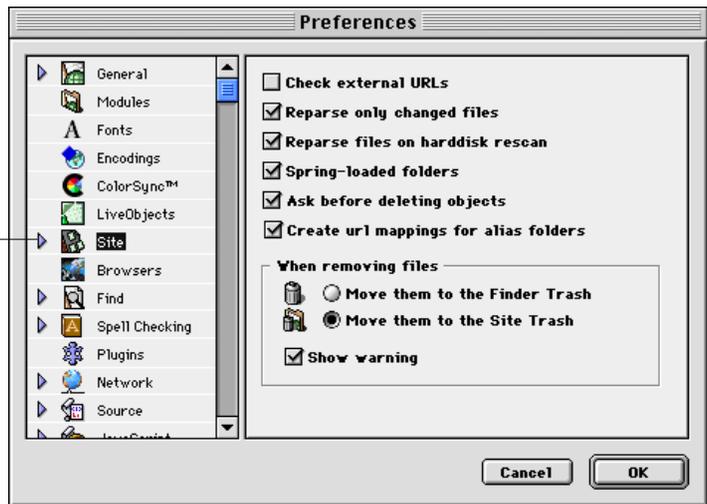
The six checkbox options allow for making the following selections:

- Checking the *Check external URLs* option instructs the program to verify references made to external resources from within your site and report links within your pages as faulty if the targets do not exist. This option requires constant access to the Internet, so you may choose to disable it when you are working offline.

- Checking the *Reparse only changed project files* checkbox instructs Adobe GoLive, on opening the site document, to verify only the hyperlinks and file references of those files that have been changed since the site was saved last.
- Checking the *Spring-loaded folders* option makes folders displayed in the *Files* tab of the *Site Window* behave exactly as their counterparts in the Macintosh Finder: When you drag a selection at a folder and wait a few seconds, the folder pops open to let you see its content.
- Checking the *Ask before deleting objects* checkbox instructs Adobe GoLive to prompt you for a confirmation whenever you try to delete a file from the site.
- Checking the *Create URL mappings for alias folders* checkbox instructs Adobe GoLive to enter convert folder aliases you drag into the site folder to URL mappings. For a detailed description of this feature, please refer to the section *URL Mappings* on page 715.

The options in the *When removing files* section let you specify where to move excess files when you use the *Clean Up* command in the *Site Window* (see the section *Clearing the Site Folder* on page 641) or delete a selected file using the *Delete selected item* button from the *Site Toolbar* (see page 616)*:*

- *Move files to the Finder Trash* moves excess files to the Trash on your desktop.
- *Move files to the Site Trash* moves excess files to the *Site Trash* folder in the site data folder, which is at the same level as your site folder.
- The *Show Warnings* checkbox controls the dialog box that appears when you select the *Clean Up* command. Leave this checkbox selected if you prefer moving unused items to the Finder Trash.

Export Preferences

The *Export* dialog box contains a variety of options that influence the way Adobe GoLive assembles your material when you use the optional *Export Site…* command from the *Site* menu.

The Preferences - Site - Export Dialog Box

Choose the Site - Export group of options to edit the site export preferences.
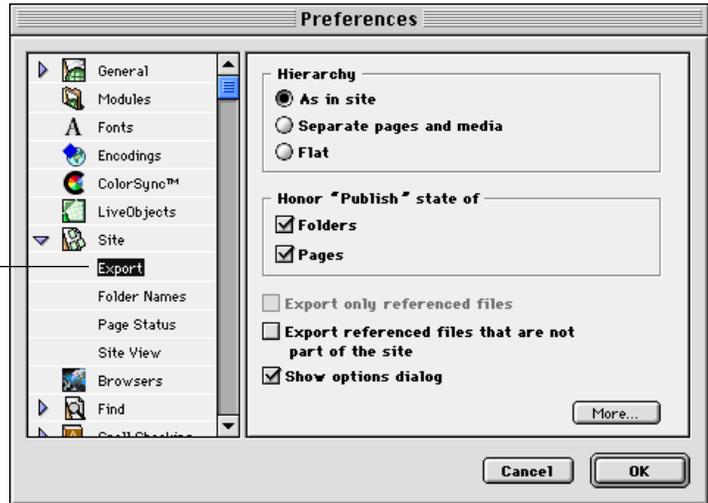
The *Export Site Options* dialog box also contains these options. For instructions, please refer to the section *Exporting Your Site* on page 701.

The Folder Names Dialog Box

The *Folder Names* dialog box lets you enter custom folder names that will be used when you export a site with Adobe GoLive. This feature is especially useful if your Internet Service Provider specifies a default directory structure that they want you to use when uploading your site. Additionally, you can specify the filename extension and the folder name for new pages (= generic pages) that you add while working in the *Site View*.

The Preferences - Site - Folder Names Dialog Box

Choose the Site - Folder Names group of options to edit the default folder names used by Adobe GoLive when exporting your site.
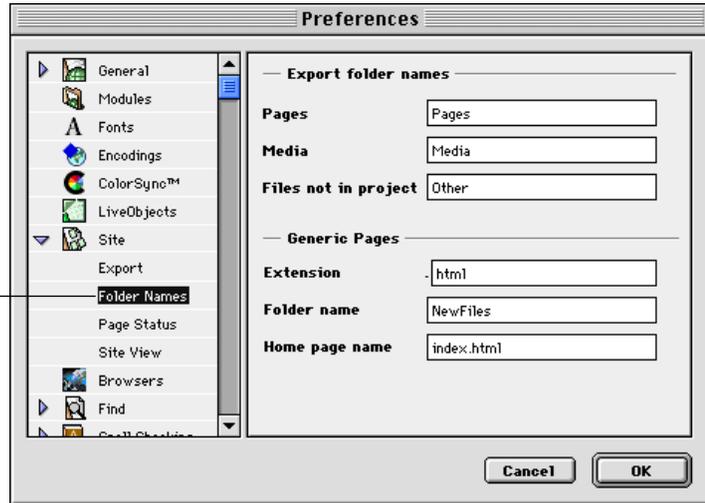
To enter custom folder names, place the cursor in either text box and enter the specified folder name:

- *Pages* is the default folder where HTML pages go.
- *Media* is the default folder where images and media files (such as plug-ins) go.
- *Files not in project* is the default folder where unreferenced files go.
- The *Extension* text box in the *Generic Pages* section lets you specify an extension for new pages created while working in the *Site View*. The default extension is .*html*. If a DOS or Windows-based machine will serve your site, enter .*htm* instead.
- The *Folder name* text box accepts the name of the folder where generic pages are held in intermediate storage until you move them to the folder holding your HTML pages.

The Page Status Dialog Box

The Preferences - Site - Page Status Dialog Box

Choose the Site - Page Status option to create or edit user-defined statuses.

The *Page Status* dialog box lets the user define publishing status. Similar to Finder labels, these indicators can be selected in the *Page* tab of the *File Inspector* to give useful hints to other people who may have to maintain or edit your site.
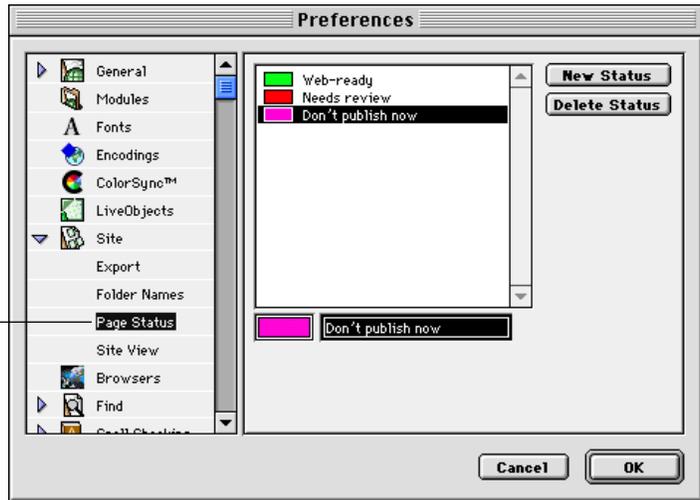
To define a new status, proceed as follows:

1 Click *New Status*. Place the cursor in the text box below the *Status* list box and type a descriptive text—for example, *Web-ready*.

2 As you type, the list adds the new status.

3 Click the color field next to the text box and select a color from the Mac OS color picker.

To edit an existing status, proceed as follows:

1 Select the status to be edited in the *Status* list box and edit it in the text box.

2 As you type, the status will change in the list.

3 Click the color field next to the text box and select a new color from the Mac OS color picker.

To delete an existing status, proceed as follows:

1 Select the status to be deleted in the *Status* list box.

2 Click the *Delete* button.

The Site View Dialog Box

The Preferences - Site View Dialog Box

The *Site View* dialog box lets you specify default colors for items displayed in the *Site View*. The choices you make here appear in the *Color Tab* of the *Site View Controller* (see page 671).

Choose the Site Colors option to edit the set of colors used in the Site View.
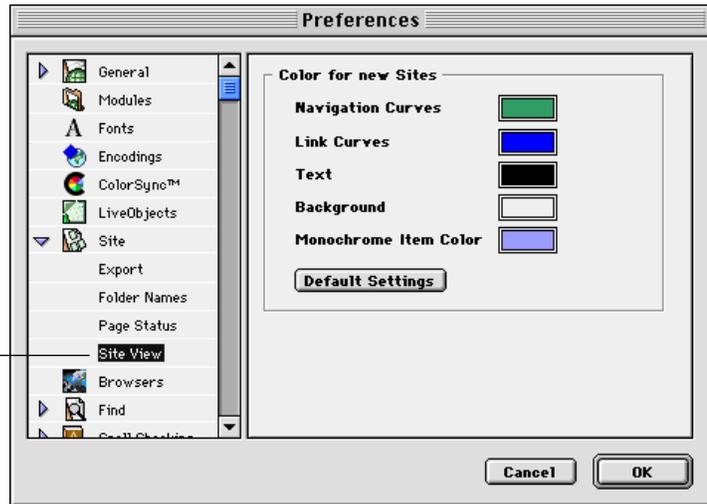
To set default colors for the *Site View,* proceed as follows:

1 Clicking the color fields in the *Colors for new Sites* section opens the color wheel to let you select a custom color for the current item.

    - *Navigation Curve* applies to the arrows representing navigational links.
    - *Link Curves* applies to arrows representing hyperlinks.
    - *Text* applies to file names or page titles in the *Site View*.
    - *Background* sets the default background color for the *Site View*.
    - *Monochrome Item Color* sets the default color for the *Monochrome* display option.

2 After you select options, click the *Apply* button to confirm your changes.

3 To reset the display colors to their default values, click the *Default Settings* button.

URL Mappings

Adobe GoLive's *URL Mappings* feature lets you break the strict "One Site, One Folder" rule imposed on site management, allowing you to work with Web sites that are distributed over several folders (and displayed in multiple *Site Windows*). This feature gives experienced Web authors the flexibility to handle complex sites that reside in separate directories on the Web server or even on different Web servers.

You can use this feature in two ways:

• *Mapping to an External Folder:* Adobe GoLive translates folder aliases from the Macintosh Finder to local URLs, mapping internal paths from the site folder to other local folders on your hard disk. Use this configuration if your server administrator requires you to store parts of your site in a directory separate from your main site folder.

• *Multiserver Support:* The *URL Mappings* feature lets you create and work with distributed Web sites that will be scattered over several servers when you finally publish them on the Web. Use this configuration if your server administrator requires you to split up your site in two or more directories.

Mapping to an External Folder

Similar to a folder alias in the Macintosh Finder, the *URL Mappings* feature lets you work with resources that are not stored in the site folder. It maps internal paths from the site folder to other local folders on your hard disk or any other mounted volume.

This URL mapping mechanism redirects folder paths, thus enabling Adobe GoLive to reference external pages and images as if they were stored in the site folder. You can link to those pages, images, or other resources by using Point & Shoot between two *Site Windows* or the *Browse…* button in the respective *Inspector*. With the appropriate folder mappings specified, Adobe GoLive will insert the correct paths into the resulting URLs without producing error messages.

Coordinate with the Web server administrator to make sure that the mappings you specify in Adobe GoLive also exist on the Web server. Special rules may apply, depending on the operating system platform and Web server application.

To have Adobe GoLive resolve folder paths based on URL mappings, proceed as follows:

1 Choose *Preferences* from the *Edit* menu, then click the *Site* icon in the scrolling side bar to the left.

2   Activate the *Create URL mappings for alias folder*s in the first-level
    dialog box of the *Site Preferences*.

3   Switch to the Finder and select the external folder you want
    Adobe GoLive to map to a selected location in the site folder.

4   Option-drag the folder symbol to the site folder for which you
    have just enabled URL mapping—for example, to the root level.
    An example for creating an alias appears below.

Creating an Alias for URL Mapping

Alt-Option-drag to create an alias in the site folder for
which you want to enable URL Mapping.
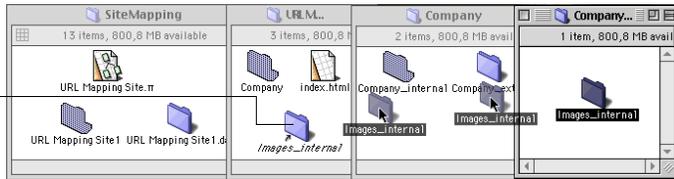
5   Return to Adobe GoLive and click the *Update* button in the *Site
    Toolbar*.

6   A folder alias should now appear in the file list in the left pane of
    the *Site Window*. (You may have to navigate to the folder to dis-
    play it if you have created the alias in a subfolder of the site fold-
    er.) This alias is there to remind you that URL mapping has been
    enabled for the current site. You can neither open that folder to
    perform file management operations nor reference any items in
    that folder using Point & Shoot.

7   Choose *Site Settings* from the *Site* menu, then click the *URL Map-
    pings* icon in the side bar at the left side of the *Site Settings* dialog
    box (see below).

*The URL Mappings View of the
Site Settings Dialog Box*

Click this icon to specify new URL mappings.

Use this option to specify which folder within your
site folder should be mapped to a local folder.

Use this option to specify the folder you want to
map to the site folder.

Use these buttons to add and delete folder map-
pings.
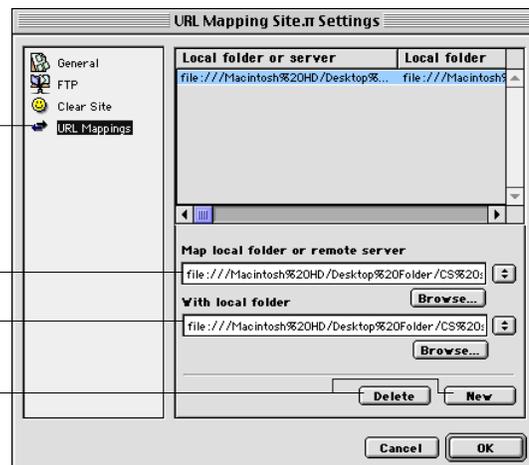
8 You will find that Adobe GoLive has already created a new mapping that uses the paths specified by the alias you have created in step 4 above.

9 You can now edit the path, if desired:

   - The popup menu next to either text box allows you to select the root directory.

   - You can avoid the tedium of editing long path names directly in the *Site Settings* dialog box by Option-clicking either *Browse…* button. This opens the *Edit URL* window shown below, which displays the full path.

The Edit URL Dialog Box

10 Adobe GoLive will now correctly map the URLs of any items you reference in the external folder using the *Browse…* button in the respective *Inspector* (or Point & Shoot if you choose to create a second site for the external folder).

To specify new folder mappings without using an alias, proceed as follows:

1 Choose *Site Settings* from the *Site* menu, then click the *URL Mappings* icon in the side bar at the left side of the *Site Settings* dialog box (see below).

2 Click *New*.

3 Go to the *Map local folder or remote server* option, click the *Browse…* button, then locate the external folder in the subsequent selection dialog. Click the *Choose* button to confirm your choice.

Alternatively, you can also enter the path to the local folder.

4 Go to the *With local folder* option, click the *Browse…* button, then locate the folder in your site in the subsequent file selection dialog. Click the *Choose* button to confirm your choice.

5 Click *OK*. Click the *Update* button in the *Toolbar* to have Adobe GoLive update the *Site Window*.

Multiserver Support

Adobe GoLive's URL mapping feature offers the possibility to edit a Web site whose contents will be distributed over several servers when you finally publish it on the Web. While you edit the site on your local hard disk, you will work with two site documents. With URL mapping enabled and correctly set up, Adobe GoLive will use local paths to facilitate editing and automatically replace the local paths with the correct server URLs when you export your site.

Setting Up a Distributed Web Site

You need to create a new site folder for each server that hosts your site, then assign a server URL to each folder. Files that a specific server should host belong in the folder with the appropriate server address.

To set up a distributed Web site, proceed as follows:

1 Use the *New Site…* command (any option is possible) to create as many site documents and folders as you need.

2 Rename the *index.html* pages in the second, third and further *Site Windows* to avoid duplicate filenames. Do not change the *index.html* filename of the homepage that will be the point of entry to your site (unless your ISP asks you to do so).

3 Add pages and hyperlinks to all parts of your site.

4 Make the site document for the first part of your site the active window.

5 Click the *Site Settings* button to open the *Site Settings* dialog box.

6 Click *New* to create a new folder/server pair.

7 Enter the URL for the current part of your site in the *Map local folder or remote server* text box and save the site document.

8 Click the *Browse…* button next to the *With local folder* text box and locate the site folder on your hard disk you want to map to the URL entered in step 7 above.

9 Repeat steps 4 through 8 for all remaining site documents.

10 Test view your pages using your favorite browser. When you move the cursor over any hyperlink that references a page in another part of the site (that is, in another folder), you will notice that it contains the local path to that page.

11 Export your site using the *Export Site…* command from the *Site* menu on all site folders.

12 Test view any page one more time in the browser. When you move the cursor over a hyperlink that references a page in anoth-

er part of the site (that is, in another exported folder), you will notice that it contains the full URL to that page.
(Do not click the link at this time. This will result in an error message because the exported version of the site contains real-life Web addresses, not local folder and file paths.)

13 Adobe GoLive has automatically rewritten all links and file references, based on the server mapping preferences you specified when creating the site. All parts of your site are ready for uploading now.

While editing a distributed Web site, be sure to deactivate the *Files* and *External References* checkboxes in the *Rescan root folder* group of options in the *Clear Site Options* dialog box (see page 642). If activated, these checkboxes cause all external files to be copied into the current site folder when you choose the *Clear Site* command from the *Site* menu, thus destroying the structure of your distributed site.

Setting Up Adobe GoLive to Use Absolute Paths

General

Adobe GoLive lets the author decide whether the path specifications within URLs that reference other items in subfolders of the site folder should be relative or absolute. This feature has been introduced to accommodate applications in which path specifications must be relative to the root folder of the site. It also enables Adobe GoLive to import sites that use absolute URLs without producing multiple error messages.

Absolute paths are recommended in the following cases:

- If a form references a CGI script at the root level of the site directory (or any other subdirectory), it is good practice to keep any reference to that file absolute.
- If a common navigation bar is used on many pages that reside in folders at various hierarchy levels, you can use a uniform path specification throughout to reference its image file.

Example: The page */root/pages/info/page.html* contains the image */root/images/image.gif,* where "root" is the name of the site folder you specify when you save the site for the first time.

By default, the URL in the referencing HTML page isn't "aware" of the presence of the root folder. This is reflected by the "up one folder level"notation. It consists of two periods, followed by a slash (../).

If you let Adobe GoLive default to relative paths, the path specification reads:

../../images/image.gif

This instructs the browser to go up two folder levels and locate the image file in the folder *images*.

If you set up Adobe GoLive to use absolute paths, it omits the "up one folder level" notation. This works only when the site is served by a Web server application, because the browser depends on the root directory information supplied by the server.

The absolute path specification would read:

/images/image.gif

This instructs the browser to locate the image file in the subfolder *images* within the root folder specified by the Web server.

The major drawback of using absolute paths is that it limits your previewing options. The pages aren't displayed properly when you choose Adobe GoLive's *Show In Browser* command to launch a Web browser for previewing. The browser reads the pages directly from the hard disk, would need a Web server application to supply it with information on the root directory and assist it in resolving the URLs.

Specifying Absolute Paths for Referenced Files

Adobe GoLive gives you two options for using absolute paths. First, you can go to the Preferences and enable absolute paths for any new link or file reference you create throughout the application. Or, you can the absolute path option individually for the current link or file reference.

The following screenshot illustrates how you change the reference to an image selected in the document window.

*Specifying an Absolute URL For a
Referenced File*

Select this option to change the relative URL into an
absolute URL.
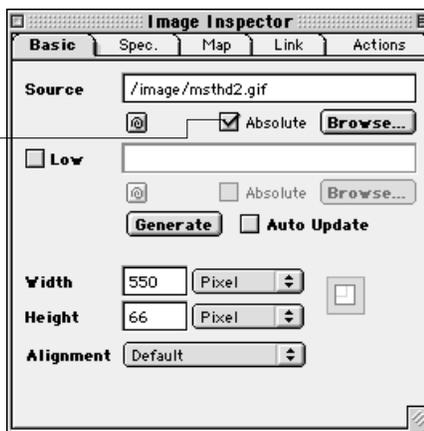
As soon as you click the *Absolute* checkbox, the "up one level" nota-
tions disappear from the *Source* text box. The reference to the image
file is now absolute.

The *Absolute* checkbox is disabled when you select an URL
pointing at an external destination or an item that maintains a
link across volumes.

Setting Up Adobe GoLive to Use Absolute Paths

The following screenshot shows how you change Adobe GoLive's de-
fault setting in the *Preferences - URL Handling* dialog box.

*The Preferences - General - URL Handling
Dialog Box*

Select this option to have Adobe GoLive default to
absolute URLs for each new link you create.
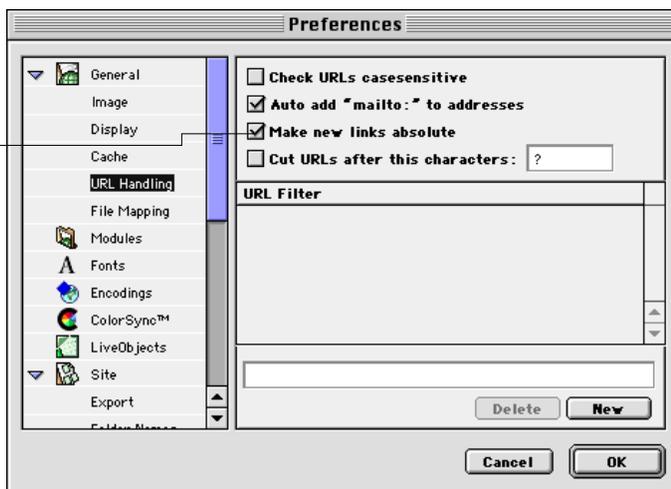
Part 29 — Using Adobe GoLive Project Files

The *Site Module* in Adobe GoLive represents a significant redesign and enhancement to the previous *Project Module* in version 2.0. Consequently, you must update existing project files for use in Adobe GoLive 4.0 before being able to continue working with your new Web site structure. Sites created in Adobe GoLive 4.0 are not backward compatible – but fear not, a backup copy of the original version 2.0 Project file will be saved ("projectnameπ.old").

The site structure of Adobe GoLive 4.0 requires one root folder (with an unlimited number of subfolders) to contain all files.. In contrast, a version 2.0 Project may contain aliases to files which can be anywhere on your harddisk(s). For such Projects, the "publish site" feature of version 2.0 has to be used before uploading the site to a server.

If you did not use the "publish site" feature before uploading files to a serve, your version 2.0 Project already has the structure required for Adobe GoLive 4.0. In this case an automatic Update can be performed. Just follow the instructions under "Updating version 2.0 Project Files".

If you did use "publish site" before uploading, you need to import the site. Please follow the instructions under "Importing version 2.0 Project Files".

Updating Version 2.0 Project Files

Follow these steps:

Launch Adobe GoLive and select "*Open*…" from the *File* menu; pick the Project file for your site.
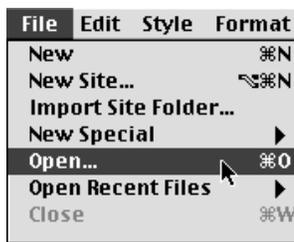
Adobe GoLive will alert you that the Project needs to be updated to the new Site Structure. Hit the *Update…* button to continue. (Note: a backup copy of the original Project file will be saved.)
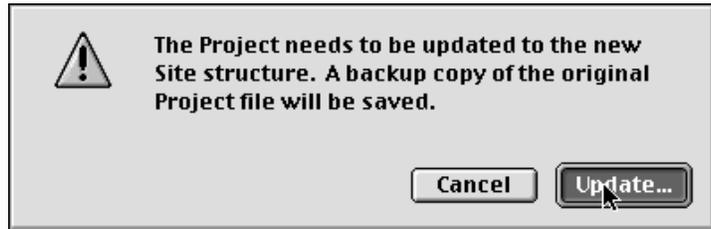
You will then be asked to select the root folder of your Project and homepage. To minimize errors, please make sure the site folder contains all the referenced files for your Web site.

To continue, press the *Update* button in the *Site Toolbar*.
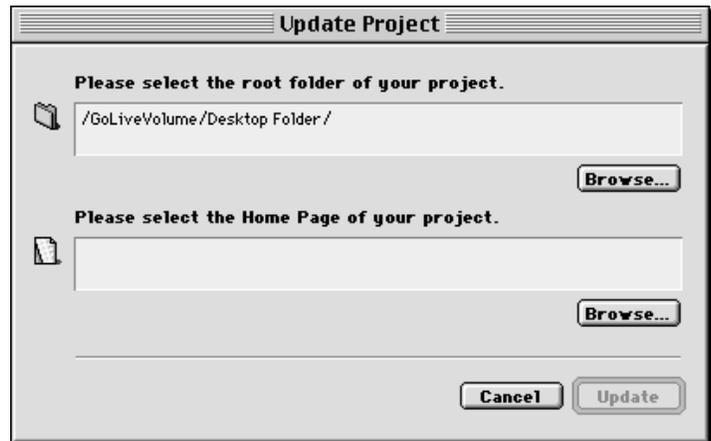
Your complete Web site will then be successfully imported and the new *Site Window* will appear with the *Files* tab presently active and displaying the contents of your site directory. Your selected homepage should also appear in boldface type.

Note: In this way, all non-file items, such as URLs, mailtos, colors, and fontsets, now are part of the newly created *Site Window*.

If any referenced files were located outside of the root folder, errors may appear in the *Site Window*.

Importing Version 2.0 Project Files

To import any version 2.0 project file, if you normally publish your site using Adobe GoLive, proceed as follows:

1 Launch the version 2.0 application.

2 If you have not already done so, publish your site using any of the three available site structure options:

- Flat
- Separate Pages and Media (recommended)
- As in Project

3 Quit the version 2.0 application and note the location of your newly published site directory.

4 Launch Adobe GoLive 4.0 and select *Import from Folder…* from the *File* menu.
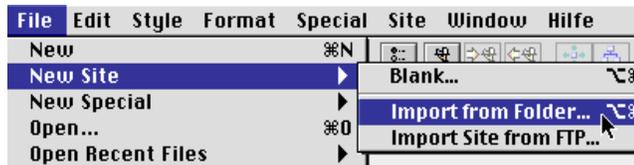
5 The *Import Site Folder* dialog will appear. Click the *Browse...* button to select the folder of the just published site

.

6 Select the homepage for your site from your newly published site directory.
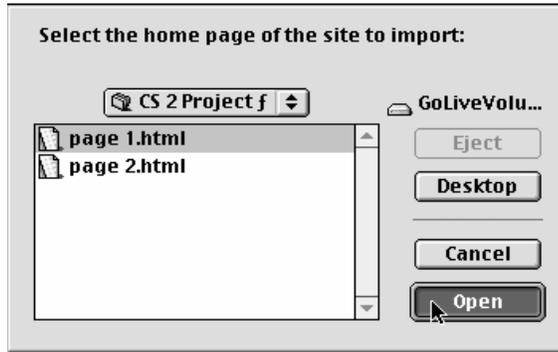
Once you have selected your homepage from the newly published directory, both fields will contain a directory path to the correct files. To continue, press the *Import* button in *Import Site Folder* dialog.

The files will be updated and the new *Site Window* will appear with the *Files* tab presently active and displaying the contents of your site directory. Your selected homepage should also appear in boldface type.
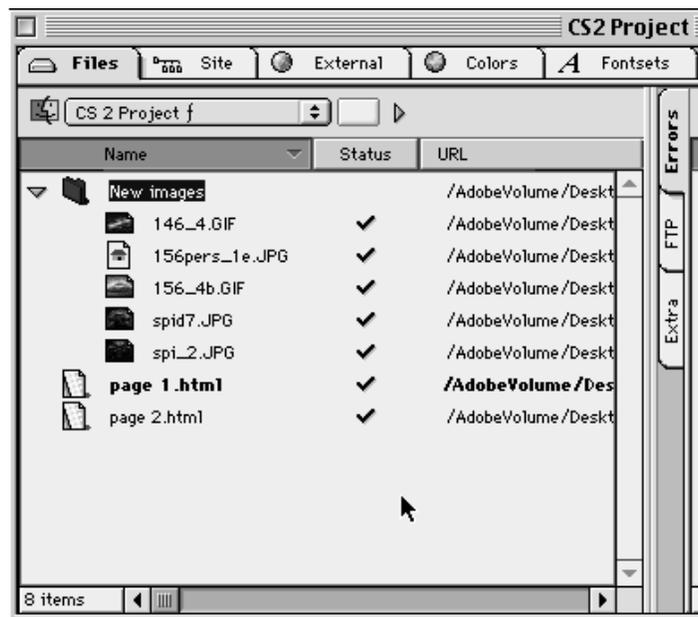
You have now successfully imported your Project files.

To import any external URLs, mailto: addresses, colors, or fontsets used for this site, you have the option to import the project file (projectname.π).(The *External* tab must be active.) Select *Import File…* from the *Site* menu.
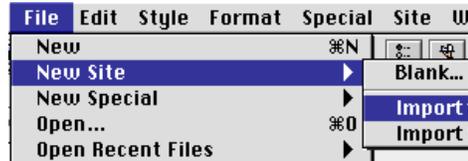
Select your project file and Adobe GoLive will add it to your *Site Window*.

Chapter 18   The Web Database

This chapter describes the *Web Database*, Adobe GoLive's comprehensive knowledge base for any type of source code used in HTML pages.

General

The *Web Database* is a basic building block that helps maintain the integrity of your HTML code. It comes with a complete inventory of HTML tags, special character codes, and browser-specific style sheets that ensure correct usage within any file written and read by the application. The *Web Database* also serves as a reference, assisting Web authors in choosing the proper tags and attributes for the content of their pages. Tags and attributes can be inserted via drag & drop from the *Web Database* into the *Source Editor* window.

When you install the full version of Adobe GoLive, the *Web Database* has five tabs:

- The *Global* tab contains options that control the internal formatting of the source code.
- The *HTML* tab holds Adobe GoLive's complete inventory of HTML tags, covering the full scope of HTML 3.2 and a subset of the emerging HTML 4.0 standard.
- The *Chars tab* includes all special characters specified by ISO 8859-1 and the HTML 3.2 standard, enabling Adobe GoLive to map user-entered special characters to the proper Web-specific character codes.
- The *CSS* tab offers specific style sheets for all popular browsers on the major platforms. You can choose any style sheet to serve as the root style sheet for designing pages.
- The *WebObjects* tab contains the entire scope of *WebObjects*-specific tags that Adobe GoLive supports. This tab is not available when you disable or choose not to install the *WebObjects* module.

You can edit all tabs of the *Web Database* to accommodate future tags as they emerge on the Web scene. This feature is mission-critical for any Web author who wants to keep up with the latest developments in HTML technology.

Chapter 17 describes four of the five tabs of the *Web Database* window. For a discussion of the *WebObjects* tab, see the separate manual *Using WebObjects with* Adobe GoLive supplied with Adobe GoLive.

Things to Remember When Editing the Web Database

Adding new tags, attributes, enums, or other items to the *Web Database* doesn't automatically enhance Adobe GoLive's functionality or add any icons to the *Palette*. *To add* any new tags, you must hand-code them in the *Source Editor* or select them from the popup menus in the *Outline Editor*. Note that adding custom HTML elements will cause the *Syntax Checker* in the *Source Editor* to accept them as correct HTML, so be sure that your entries represent correct HTML.

When you've made an error while editing the *Web Database*, you can always restore the *Web Database* to its original content.

To restore the original *Web Database*, proceed as follows:

1   Quit Adobe GoLive.

2   Go to the *Modules* folder in the Adobe GoLive program folder and locate the *Web Database* document.

3   Drag the *Web Database* document to the Finder Trash.

4   Re-launch Adobe GoLive. This will create a new *Web Database* document with the original content, as shipped. Any edits you have made will be lost.

Do not edit the *Web Database* unless you are absolutely sure what you're doing. Serious damage to your files may result.

The Global Tab

The *Global* tab of the *Web Database* window controls the general HTML syntax rules, inluding options such as automatic text wrapping, indentation, and lowercase/uppercase usage. An extra "Dirty HTML" option allows HTML-savvy authors to use style tags that span entire paragraphs and blocks.

Any change you make to the HlTML formatting preferences appears immediately in the preview pane at the bottom of the window.

The Global Tab of the Web Database

Use these options to control text wrapping and indentation in the HTML source code.

Use these options to specify general HTML syntax rules.

Click here to open the preview pane.
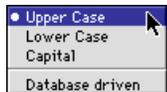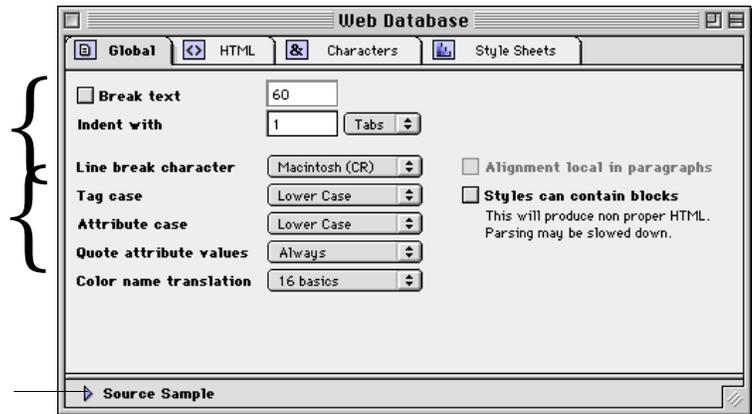
Use the options on the *Global* tab as follows:

- Choose the *Web Database* command from the *Special* menu.
- Click the *Break Text* checkbox and enter a number in the associated text box to control the wrapping of the HTML code displayed in *Source* mode.
- Enter a number in the *Indent with* text box and choose *Tabs* (default) or *Spaces* from the associated popup menu to control the indentation of lower-level tags displayed in *Source* mode.
- If you know the system platform of your Web server, choose an option from the *Line break character* popup menu to specify the way line breaks are written to file:
    - Macintosh (CR; default) inserts a carriage return character only.
    - Unix (LF) inserts a line feed character only.
    - Windows (CR/LF) inserts a carriage return and line feed character combination.
- Choose an option from the *Tag Case* popup menu to specify the way HTML tags are written to file:
    - *Upper Case* (default) uses uppercase only in tag names, as in <HTML>.
    - *Lower Case* uses lowercase only in tag names, as in <html>.
    - *Capital* capitalizes the first letter of the tag name, as in <Html>.
    - *Database driven* writes the tag as specified in the *Web Database*.
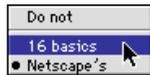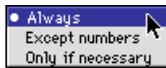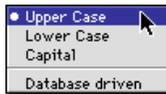
- Choose an option from the *Attribute Case* popup menu to specify the way HTML tag attributes are written to file:
  - *Upper Case* (default) uses capital letters only in attribute names, as in <WIDTH>.
  - *Lower Case* uses lowercase letters only in attribute names, as in <width>.
  - *Capital* capitalizes the first letter of the attribute name, as in <Width>.
  - *Database driven* writes the attribute as specified in the *Web Database*.
- Pick an option from the *Quote attribute values* popup menu to determine whether the values you specify for HTML tag attributes should be enclosed in straight quotes:
  - *Always* (default) quotes attribute values by default, as in <IMG SRC="./image/advertise.gif">.
  - *Except numbers* quotes all attribute values, except for numerals. In <IMG SRC="./image/advertise.gif"> the value is enclosed in quotes, while in <hr width=580> it is not.
  - *Only if necessary* quotes attribute values only if there is a risk of ambiguity.
- Choose an option from the *Color name translation* popup menu to determine whether color names should be translated to mnemonics:
  - *Do not* (default) uses hexadecimal RGB values only, such as "#000000" for "Black".
  - *16 basics* translates the RGB values of the 16 basic colors ("#000000" through "#FFFFFF") to mnemonics ("Black" through "White").
  - *Netscape's* translates the RGB values of colors to Netscape-specific mnemonics like "LavenderBlush", provided there is an equivalent.
- Select the *Alignment local in paragraphs* checkbox to have Adobe GoLive enclose subsequent paragraphs with a center attribute in a <CENTER> tag.
  This checkbox is enabled only if all document windows are closed.
- Enable the *Styles can contain Blocks* option if you want Adobe GoLive to enclose contiguous paragraphs or blocks of code with identical formatting in a single tag instead of assigning the tag to each single block. For example, if the same font set is

assigned to successive blocks, this option causes Adobe GoLive to write a <FONT>…</FONT> tag that spans those blocks.

⚠ This option creates "dirty" HTML, that is, code that isn't one hundred percent "by the book". It is supported by most browsers, but we recommend to test-view this streamlined code on all popular browsers.

The HTML Tab

The *HTML* tab is the heart of the *Web Database*. It contains the entire scope of HTML tags that Adobe GoLive can read, display, and write, sorted in functional categories such as *Master Containers Forms*, and *Frames*.

The HTML Tab of the Web Database

Choose a tag from the list to view its properties.

Tags are grouped in expandable sections, according to their function.

Any changes you make are immediately displayed in the preview pane.
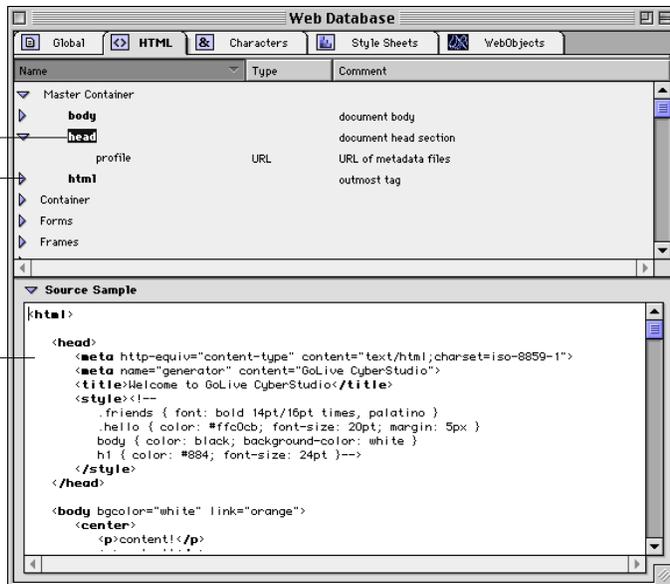
The *Web Database* holds the complete set of HTML tags, as known to Adobe Systems, Inc. at the time of publication. The built-in HTML tag inventory encompasses both HTML-standard and browser-specific tags, including valid attributes, the type of value each attribute supports, and comments identifying the function of each tag within an HTML document. HTML-standard tags include all the tags specified by the HTML 2.0 and 3.2 standard publications, plus some new HTML 4.0 forms tags. Non-standard tags used to implement browser-specific features are also covered, such as the marquee tag for Microsoft Internet Explorer.

If you are keeping track of HTML on your own, you may choose to add new tags to the database as they become available.

The tag database assists authors directly, allowing them to pop up tag and attribute lists from the database when defining a newly inserted tag element. (See *Defining Tag Types* on page 518 for reference.)

In addition, authors can open the database at any time and look up tags as in a reference book if they have any doubts about the proper use of a tag and its attributes.

Looking Up HTML Tags in the Web Database

If you have any doubts about the proper usage of a tag and its attributes, open the *Web Database* window from within any of Adobe GoLive's modes and look up tag and attribute definitions.

To open the *Web Database* window and look up definitions, proceed as follows:

1. Choose *Web Database* from the *Special* menu to open the *Web Database* window.
2. Click the *HTML* tab rider.
3. Scroll through the list box in the *HTML* tab to expand categories to locate the tag you are looking for.

The WebDB Tag Inspector

The tag name appears here.

This field contains a description.

This popup menu identifies the structure of the tag (container tag, inline tag, etc.).

This popup menu indicates how the content of a container tag is arranged in source code.

This popup menu shows whether the end tag is required or optional.

4. Select a tag from the list box and view structural information in the *WebDB Tag Inspector*:

   - The *Comment* text box identifies the function of the tag within an HTML document.

   - The *Structure* popup menu displays structural information on the tag. For example, *Inline Invisible* indicates that the tag en-

closes visible content but doesn't display as a visible element in the browser. (For more details, please refer to page 739.)

- The *Content* popup menu indicates how the *Source* mode arranges the content of a container tag—including inline tags, attributes, and visible content. For example, *normal* indicates that the content of a container tag is structured using line breaks, tabs, and spaces.

- The *End tag* popup menu tells you whether or not the tag you are viewing requires an end tag.

5 Expand the tag by clicking the small triangle control next to it. (This control doesn't appear if the tag can't have any attributes.)

6 Select an attribute listed below the tag and view its options in the *WebDB Attribute Inspector*.

The WebDB Attribute Inspector

The attribute name appears here.

This field contains a description.

This text box shows the default value of the attribute.

This popup menu shows whether the attribute is required or optional.

This popup menu identifies the type of value the attribute supports.
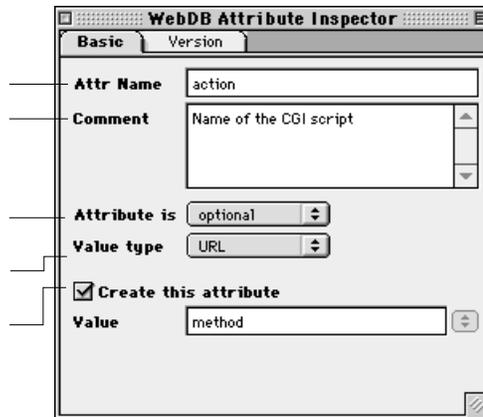
The following information is provided for attributes:

- The *Default* text box shows the default value used for the attribute.

- The *Attribute is* popup menu tells you whether the attribute is required or optional.

- The *Value type* popup menu identifies the format of the attribute, such as *Text*, *URL*, or other.

7 Some attributes expand to show their *enum* properties, which represent a fixed set of values an attribute can assume, such as *Get* and *Post* for the Method attribute of the *Form* tag. If Adobe GoLive provides native support for a particular tag, these values display as menu options in the respective inspectors.

8   Click the *Version* tab rider to look up information on compatibil-
    ity with a browser or HTML version. The *Version* tab rider appears
    in the section *Specifying Browser Compatibility* on page 740.

Editing HTML Tags in the Web Database

Editing tags in the *Web Database* is simple and straightforward. The
context-sensitive toolbar turns into the *Web Database Toolbar* when
the *HTML* tab of the *Web Database* window is activated. This toolbar,
shown below, provides shortcut buttons to let you add new or dupli-
cate sections, tags, attributes, and enum properties.

The Web Database Toolbar

This button inserts a new category.
This button inserts a new tag.
This button inserts a new attribute.
This button inserts a new enum option.
This button inserts a new special character.
This button duplicates a selected item.
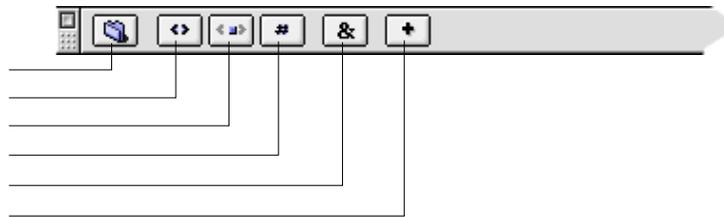
Equivalent editing commands appear in the *Special* menu, under the
second *Web Database* item. The *Special* menu with its *Web Database*
submenu is shown below.

*The Web Database Command in the
Special Menu*
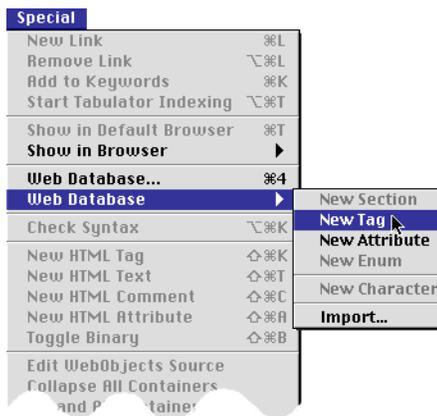
Do not edit any existing tags in the *Web Database* unless you
are absolutely sure what you're doing. Serious damage to your
files may result.
Also, before you add new items to the *Web Database*, be sure to
check with the World Wide Web Consortium's (W3C) Web site at
http://www.w3c.org to avoid using unsupported tags in your
pages.

Adding Items

The *Web Database* window provides a convenient editing environ-
ment for adding, updating, or removing tags, attributes, and their
properties.

To add an item to the *Web Database*, proceed as follows:

1 Select an item in the list box, depending on what you want to
   add:

   - To add a new section, select a section or a tag.

   - To add a new tag, pick the section you want to add the tag to
     or an existing tag in that section.

   - To add a new attribute, choose the tag you want to add the
     attribute to or an existing attribute listed below that tag.

   - To add a new enum option, select the attribute you want to
     add the option to or an existing enum listed below that at-
     tribute.

2 Click the respective button in the *Web Database toolbar*:

   - The *New Section* button 🖼 adds a new category named *Un-
     titled Section* to the list box.

   - The *New Tag* button ⟨⟩ adds a tag named *Untitled Tag* to the
     current section.

   - The *New Attribute* button ⟨▪⟩ adds an attribute named *Unti-
     tled Attribute* to the current tag.

   - The *New Enumeration* button ▪ adds an option list named
     Untitled Enum to the current attribute.

3 With the new item selected, go to the respective *Inspector* win-
   dow and edit the properties.

Editing a New Section

If you add a new section, you must name it in the *WebDB Section Inspector* and describe its contents.

The Web DB Section Inspector

To edit section information, proceed as follows:

1 Enter a descriptive name in the *Name* text box and press the Return key.

2 Enter a description in the *Comment* text box and press the Return key.

3 Add new tags to the section, as outlined above.

Editing Tag Basics

If you add a new tag, you must name it in the *Basic* tab of the *WebDB Tag Inspector*, describe its function, and set various options relating to its structure and content.

The Basic Tab of the Web DB Tag Inspector

Enter the tag name here.

Enter a description here.

Use this popup menu to choose a structure option for the tag.

Use this popup menu to control the wrapping of the source code wraps before and after that tag.

Use this popup menu to specify whether the end tag is required or optional.
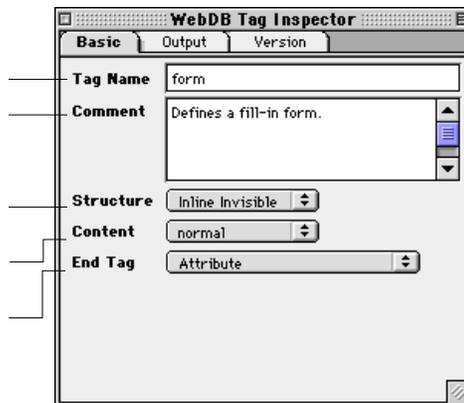
To edit basic tag information, proceed as follows:

1 Enter the tag name without the enclosing "greater than" and "less than" characters in the *Name* text box and press the Return key.

2 Enter a description in the *Comment* text box and press the Return key.

3 Choose a tag structure option from the *Structure* popup menu:

- *Block* creates a block-level container element that can contain other elements, such as the <BODY> tag.

- *Inline Visible* creates an element that has visible HTML content and can only occur within a container element, such as the <IMG> tag.

- *Inline Invisible* creates an element can only occur within a container element, has visible HTML content, but isn't visible itself (although it influences a visual property of the HTML content), such as the <BOLD> tag.

- *Inline Container* creates a container element that can only occur within another container element and can have both non-HTML content as well as visible HTML content, such as the <APPLET> tag.

- *Inline Killer* is reserved for use with the <BR> tag.
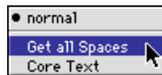
4 Pick an option from the *Content* popup menu to determine how to handle the content of a tag when Adobe GoLive reads or writes an HTML page:

- *Normal* (default) instructs Adobe GoLive to handle the content as specified for the structure option selected in the *Structure* menu.
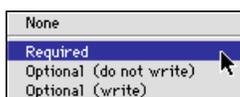
- *Get All Spaces* instructs Adobe GoLive to read that tag without eliminating extra whitespace. For example, this option allows Adobe GoLive to display spaces in a <PRE> tag.

- *Core Text* takes the entire content of a tag for granted without adding or deleting any elements. For example, this option lets Adobe GoLive read and write the non-HTML information contained in a <STYLE> tag or protect database calls enclosed in a custom <NOEDIT> tag.

5 Choose an option from the *End Tag* popup menu to specify whether or not the tag requires an end tag:

- *Required* specifies that the tag needs an end tag and that Adobe GoLive is supposed to read and write it.

- *Optional (do not write)* indicates that the tag does not necessarily need an end tag and that Adobe GoLive is not supposed to read or write one.
- *Optional (write)* indicates that the tag does not necessarily need an end tag but that you want Adobe GoLive to add it.

Controlling Tag Spacing in the Source Code

For any tag within the *Web Database*, you can control some basic formatting options in the *Output* tab of the *WebDB Tag Inspector*.

The Output Tab of the WebDB Tag Inspector

Use this menu to control the spacing above and below the tag.

Use this menu to control the spacing inside of the tag.

Select this option to structure your code.

Preview your changes here.

To set the basic formatting for the current tag, proceed as follows:

1. Choose an option from the *Outside* popup menu to control the vertical spacing between the tag itself and other elements above and below it.

2. Pick an option from the *Inside* popup menu to control the vertical spacing between the start and end tags and its content.

3. Select the *Indent content* checkbox to indent the content of the tag.

4. Preview your changes in the preview pane of the *Output* tab of the *WebDB Tag Inspector*.

Specifying Browser Compatibility

For any tag within the *Web Database*, the *Version* tab of the *WebDB Tag Inspector* lets you specify a browser or HTML version and allow custom attributes.

The browser compatibility settings you make for a particular tag determine what happens when you choose an option from the browser compatibility menu in the *Source Editor* and launch syntax checking (see page 533 in Chapter 13, *Using the Source Editor*).

The Version Tab of the Web DB Tag Inspector

Select an option to specify browser compatibility.

Select this checkbox to allow custom attributes.

To specify a browser or HTML version, proceed as follows:

1 Locate the browser or HTML version in the *Version* tab and click the checkbox next to it.

2 Select the *Can have any attribute* checkbox to allow attributes other than those the *Web Database specifies*.

Editing a New Attribute

If you add a new attribute to a tag, you must name it in the *Basic* tab of the *Web DB Attribute Inspector*, describe its function, and set its required status as well as options relating to values.

The Basic Tab of the WebDB Attribute Inspector

Enter the attribute name here.

Enter a description here.

Use this popup menu to specify whether the attribute is required or optional.

Use this text box and popup menu to specify the type of the attribute.

Use these options to have Adobe GoLive include the attribute (and a default value) in the source code that is inserted via drag & drop.

To edit the attribute information, proceed as follows:

1 Enter the attribute name in the *Name* text box and press the Return key.

2 Enter a description in the *Comment* text box and press the Return key.

3 Enter a default value in the *Default* text box.

4 Choose an option from the *Attribute is* popup menu to specify whether the attribute is required or optional:

   - *Optional* indicates that the attribute is necessary for the browser to interpret the tag correctly.

   - *Required* specifies that the attribute must be used in order for the browser to interpret the tag correctly.

   - *Alternate* indicates that both attribute statuses are accepted. Adobe GoLive's syntax checker won't mark the tag as faulty if the attribute is not there.

5 The two options at the bottom of the tab let enable drag & drop insertion for the current attribute and attach a default value:

   - *Create Attribute* causes Adobe GoLive to insert the attribute into the source code when the user drags its parent tag from the *Web Database* into the *Source Editor* or selects it from the Outline Editor's popup menus.

- *Default* lets you specify a default value the attribute should have when its parent tag is inserted into the source code.

6 Choose an option from the *Value Type* popup menu to specify what kind of value the attribute can have:

- *Text* allows any Western-encoded alphanumerical character string. Use this option if you are not sure about the usage.

- *Encoded Text* allows any alphanumerical character string in any encoding.

- *Number* allows a numerical value only.

- *Enumeration* allows multiple options. Use this option if you want to add an *enum* option to the attribute.

- *Color* permits an RGB color code only.

- *URL* allows a Universal Resource Locator only.

- *JavaScript* allows JavaScript code only.

7 Click the *Version* tab rider and specify compatibility with a browser or HTML version, as outlined in the section *Specifying Browser Compatibility* starting on page 740.

Editing a New Enumeration

If you add a new enumeration option list to an attribute, you must name each item in the *Basic* tab of the *WebDB Enum Inspector* and describe its function.

The Basic Tab of the WebDB Enum Inspector

Enter the enum name here.

Enter a description here.

To edit an *enum* option, proceed as follows:

1 Enter the enum name in the *Enum Name* text box and press the Return key. The name you specify here is one of the values the attribute can assume.

2 Enter a description in the *Comment* text box and press Return.

3 Click the *Version* tab rider and specify compatibility with a browser or HTML version, as outlined in the section *Specifying Browser Compatibility* earlier in this chapter.

4 Add more *enum* options and name them. All enums you specify for a particular attribute appear in the *Default* popup menu in the *Basic* tab of the *WebDB Attribute Inspector*.

Duplicating and Deleting Items

You can create new items in the *Web Database* by duplicating and editing, and you can delete entries:

- To duplicate an item, select it and click the *Duplicate* button ⊡ in the toolbar or choose *Duplicate Item* from the *Edit* menu.

- To delete an item, select it and press the Backspace key or choose *Clear* from the *Edit* menu. When prompted to confirm that the item should be removed, click *OK*.

⚠️ Additionally, drag & drop support allows you to insert from the *Web Database* directly into the *Source Editor*.

The Chars Tab

HTML uses a specific notation for encoding special characters to ensure a uniform display across multiple computer platforms. The *Chars* tab includes those special characters, as specified by ISO 8859-1 and the HTML 3.2 standard. Adobe GoLive uses the content of the *Chars* tab to map special characters you enter on the Macintosh keyboard to the proper Web-specific character codes.

The special characters in the *Web Database* fall into three categories:

- *Basics* contains often used special characters, such as quote, ampersand, "greater than," and "less than."
- *Characters* lists the entire set of Western-language characters.
- *General punctuation* includes variants of spaces and dashes.

Each character appears with its HTML name, visual image, Macintosh and ISO codes, and a textual description.

The Chars Tab of the Web Database Window

Each character is displayed with detailed information.

Special characters are listed in three sections.

If a character appears as a small box in the *Char* column of the *Characters* tab, this indicates that it can't be displayed in the system font (Geneva or other). If this is the case, proceed as follows:

1 Select any character and go to the *WebDB Character Inspector* (see below).

2 Locate the fonts popup menu next to the preview pane at the bottom of the *Inspector* window.

3 Select a different font.

4 If the character is known on the Macintosh, it should display properly now in the *Chars* column.

Viewing Special Characters

Similar to the HTML tags stored in the *Web Database*, you can view the entries in the *Chars* tab using a dedicated *Inspector.*

To view special characters, proceed as follows:

1 Choose *Web Database* from the *Special* menu to open the *Web Database* window.

2 Click the desired item in the list box.

3 If you click a special character, the *WebDB Character Inspector* appears in the *Inspector* window so you can view the following properties:

- *Name* shows the HTML name of the character and the corresponding HTML code that Adobe GoLive inserts in your Web

page when you type a special character on the keyboard of your Macintosh.

- *Comment* includes the long name of the character and a description.

- *ISO Code* displays both the ISO-standard mnemonic code and byte code of the character.

- *Mac* shows the mnemonic code and byte code of the character (as used by the Mac OS Encodings system), plus its visual presentation.

- The preview pane at the bottom of the *Inspector* lets you view a magnified image of the character.

The Basic Tab of the WebDB Character Inspector

The HTML name and code appear here.

The long name and a description appear here.

This text box shows the ISO and byte codes.

This checkbox and its associated text boxes identify the Macintosh mnemonic and byte codes.

A preview of the character appears here.

The fonts popup menu lets you select a display font for the *Web Database* window.

Adding and Editing Special Characters

You can append new special characters by clicking a button in the toolbar and editing their names and byte codes.

Before you add a new character, there are a few things you need to know about special characters in general:

- New characters must be W3C-specified characters that the browser makers support.

- The Macintosh doesn't display some characters that display on other platforms, so you may have to launch the browser to preview them when used in a document.

- Macintosh-only characters can be added, but they won't display in browsers.

The context-sensitive toolbar turns into the *Web Database Character Toolbar* when the *Chars* tab of the *Web Database* is activated. This toolbar provides shortcut buttons to let you add new or duplicate characters. The *Character Toolbar* is shown below.

The Web Database Toolbar

This button inserts a new category.
This button inserts a new character.
This button duplicates a selected item.

Equivalent editing commands appear in the *Special* menu, under the second *Web Database* item. The *Special* menu with its *Web Database* submenu is shown on page 736.

To add a special character to the *Web Database*, proceed as follows:

1 Select a section or an existing special character in the section you want to add a character to.

2 Click the *New Character* button ⬛ on the *Toolbar*.

3 An *Untitled Char* entry appears in the current section.

4 With the new character selected, go to the *WebDB Character Inspector* window and edit its properties:

   - Enter the HTML name of the new character in the left *Name* text box.

   - Enter the HTML code of the new character in the right *Name* text box, enclosing it in a leading ampersand and a trailing semicolon.

   - Enter a description in the *Comment* text box.

   - Enter the ISO mnemonic code and its equivalent byte code in the *ISO Code* text boxes.

   - If there is a Macintosh equivalent, select the Mac checkbox and enter the mnemonic code and its equivalent byte code in the *Mac* text boxes. If the character exists on the Macintosh, you can preview it in the preview pane now.

5 Click the *Version* tab rider and specify compatibility with a browser or HTML version, as outlined in the section *Specifying Browser Compatibility* earlier in this chapter.

The CSS Tab

The *CSS* tab of the *Web Database* contains default style sheets for all major browsers on the Windows and Macintosh platforms. These style sheets are primarily used for previewing pages with the *Layout View Controller*. *(See Previewing with Cascading Style Sheets* on *page 350*.) They let you simulate how fonts and other design elements display on Windows and Macintosh platforms, demonstrating, for example, how font sizes grow when pages are displayed on a Windows-based browser. The default style sheets contain styles with tag selectors only because styles need to be applied automatically for this purpose.

The CSS Tab of the Web Database

Use this option to toggle style sheets on and off.

Choose a default unit from this popup menu.

Use these options to control the formatting of the stylesheet in source code.

Default style sheets for all major browsers are listed here.

Default styles are not editable.

Observe the style sheet in the preview pane while choosing options from the Output menu.

Further options include an on/off radio buttons for style sheets, a default unit popup menu, and a popup menu that controls how the *Source* mode formats style sheets.

You can also duplicate an item and edit it to create a user-defined style sheet in the *Root* menu of the *Layout View Controller*.

Making General Settings

To make general settings relating to Cascading Style Sheets, proceed as follows:

1 If desired, deselect the *Use Style Sheets* checkbox to turn style sheets off throughout the application.

2 Select an option from the *Default Unit* popup menu to determine the default unit that the various menus of the *CSS Selector Inspector will use.*

3 Select an option from the *Output* popup menu to determine how style sheets are formatted in the source code. The options in this menu vary the horizontal and vertical spacing between selectors and rules. Experiment with them and observe the preview pane at the bottom of the window to find out which option best suits your personal viewing preferences.

Inspecting the Default Style Sheets

The default style sheets in the *CSS* tab of the *Web Database* are write-protected. You can only inspect their properties.

To inspect the default style sheets in the *CSS* tab, proceed as follows:

1 Select a style sheet from the list to display the *CSS Stylesheet Inspector* in the *Inspector* window.

The CSS Tab of the CSS Stylesheet Inspector

The style sheet's name appears here.

This field contains a description.

This box shows the icon of the target application.

This text box shows the typical screen resolution of the hardware platform.

This checkbox indicates that the target application can display stylesheet formatting (disabled with write protected style sheet).

2 View its properties in the *Basic* tab of the *CSS Stylesheet Inspector*, such as name, description, application icon, screen resolution of underlying hardware platform, and *Can handle Style Sheets* status.

3 Switch to the *Source* tab to view the source code.

This list shows the CSS source code, complete with selectors and rules.

```
a{color:blue;text-decoration:underline}
a:active{color:red}
a:visited{color:purple}
address{font-style:italic}
b{font-weight:bolder}
big{font-size:1.17em}
blink{}
blockquote{margin:1.33em 40px}
body{}
caption{text-align:center}
center{text-align:center}
cite{font-style:italic}
code{font-family:monospace}
dd{margin-left:40px}
del{text-decoration:overline}
```

Viewing Styles and Properties

You can view styles and their properties in the *CSS Selector Inspector*.

To view styles and properties, proceed as follows:

1 Expand a default style sheet by clicking the triangle control to its left.

2 Locate the desired style in the list and select it to display the *CSS Selector Inspector* in the *Inspector* window.

This text box contains the tag selector.

This list box shows the style rules specified for a particular tag selector.

```
Name  <> h1

font-weight: bolder;
font-size:   2em;
margin:      0.67em 0
```

3 View the style's rules in the *Property Viewer* tab of the *CSS Selector Inspector*.

Creating a User-Defined Default Style Sheet

You can create a new default stylesheet if you want more previewing options in the *Layout View Controller.* The *Stylesheet Toolbar* (see page 338) will help you create a style sheet.

To create a new default stylesheet, proceed as follows:

1   Select the default style sheet that meets your requirements as closely as possible.

2   Click the *Duplicate* button ▣ in the *Stylesheet Toolbar.* Duplicating a style sheet creates an exact copy, complete with all styles and properties.

3   A new style sheet appears at the bottom of the list.

4   Go to the *CSS Stylesheet Inspector* and enter a name in the *Name* text box, a screen resolution (96 is typical for Windows, 72 for Macintosh) in the *DPI* text box, and select the *Can handle style sheets* checkbox.

5   The new style sheet is fully editable, allowing you to add tag selectors and rules exactly as outlined in *Chapter 6*, *Cascading Style Sheets*.

6   When you finish editing the new style sheet, save your changes to the *Web Database*.

7   Go to the document window, click the "eye" button ☻ to open the *Layout View Controller*, then select the new style sheet from the *Root* menu to find out how it changes the appearance of your pages.

Alternatively, you can also select the style sheet by clicking the *Root* radio button next to the style sheet entry in the *CSS* tab.

Chapter 19 Web Technology Support

This chapter explains how Adobe GoLive supports Web authors in handling foreign code in Web pages.

General

Adobe GoLive provides basic viewing and editing support for various emerging Web technologies, including Extensible Markup Language (XML) and Microsoft's Active Server Pages.

Adobe GoLive preserves hidden non-HTML code no matter where it is found, including special locations such as the space before the first opening <HTML> tag or between table cells.

Adobe GoLive and XML

Adobe GoLive recognizes XML, the simplified dialect of SGML (Standard Generalized Markup Language) for the structured presentation of information on the World Wide Web. Adobe GoLive reads XML markup, writes it back to file without any changes, and lets you inspect and edit existing XML declarations and tags. Due to the nature of XML, a visual editor is not available.

XML is a subset of SGML for defining custom markup languages. XML documents use Document Type Definitions (DTDs) that define the custom tags available for use in the document. Adobe GoLive does not validate (syntax check) XML files. For more information on XML, visit the following Web site:

http://www.w3.org/XML/ or http://www.xml.com/

With Adobe GoLive, the user can open existing XML documents either by using the *Open* command from the *File* menu, by double-clicking the XML file, or by drag and dropping the file onto the Adobe GoLive application. The *Outline Editor* is the suggested way of viewing and editing XML tags.

XML Tags in Outline View

Adobe GoLive's *Layout* view shows the XML document in a collapsed format with the XML structure being represented by box symbols (see below). Clicking the collapse/expand triangle control on the left side of a box expands or collapses the element, showing or hiding nested elements. Elements can be edited in the *Inspector* after clicking the pen symbol ⊠ in the upper right corner of the document window.

XML Document in Layout View

Box symbols representing XML structure.

The triangle control expands or collapses element views.

You can also switch to *source* view and edit the XML markup as text.

XML Document in Source View

Adobe GoLive lets XML developers modify the text of existing XML documents. Other than the changes you make, Adobe GoLive will write the balance of the document without modifying the code. (Adobe GoLive may modify white space.)

You can view Adobe GoLive's new structure by looking in your Adobe GoLive's *Modules* folder at the *WebDatabase* folder. You can inspect the various files by opening and viewing them in *Outline*, *Layout*, and *Source* views. Successfully modifying these files requires expert-level knowledge of XML. If you decide to experiment, make a copy of the *WebDatabase* folder before starting. You can also reinstall Adobe GoLive to restore the original files.

Adobe GoLive and ASP

Adobe GoLive is an ASP-friendly application. It reads ASP code, writes it back to file without any changes, and lets you inspect and edit existing code, including JScript, VBScript, Visual Basic for Applications, and other proprietary languages that give Web authors enhanced control over Microsoft Internet Explorer.

Visual Indicators for Foreign Code

Adobe GoLive has special indicators for non-HTML code. These vary depending on where in the page the code appears.

Foreign Code in the Head Section

Each line of foreign code found in the head section, such as an XML declaration, generates a *Foreign Item* in the head section of the document window.

Foreign Items in the Head Section

This Foreign Item indicator tells you that the head section contains non-HTML code.

You can click on the foreign item indicator and then inspect and edit its foreign source code.

The following screenshot shows the new *Foreign Item Inspector* that appears when you click a non-HTML item in the head section.

Inspecting XML Code with the Foreign Item Inspector

Clicking a foreign item indicator displays the underlying code in the Foreign Item Inspector.

You can edit the code in the text box of the *Foreign Item Inspector* and save it to disk. This same *Inspector* also lets you view and edit code between table cells, as explained below.

⚠ When you edit non-HTML code, be sure to know what you are doing. You should be familiar with the specific syntax and the requirements that led to the insertion of that code, otherwise serious damage may result to your pages

Foreign Code in the Body Section

Non-HTML code, such as XML markup, found between HTML tags is indicated by the unknown tag symbol that experienced Adobe GoLive users will recognize from earlier versions. An example appears below.

XML Markup in the Document Window

This "unknown" tag indicates the presence of non-HTML code.

You can click unknown tag symbols and inspect them in the *Tag Inspector*.

Foreign Code in Tables

Non-HTML code situated between table cells can be found using the new *Hidden* tab of the *Table Inspector* (see below).

The Hidden Tab of the Table Inspector

Hidden-HTML code between table cells is indicated by blue dots.

To find foreign code in tables, proceed as follows:

1 Select the table by clicking at its top.

2 In the *Table Inspector*, select the *Hidden* tab. You will see an outline view of the table, with small blue dots between the table cells. These dots indicate that there is hidden-HTML or non-HTML-code.

3　Click any blue dot. In the document window, the table is reduced to a simple contour with one or more unknown tag symbols in it, as shown in the example below.

A Table Contour with a Foreign Item in the Document Window

In contour view, non-HTML code items appear as unknown tags.

4　Click on the foreign item to display its content in the *Foreign Item Inspector* shown on the preceding page. You can now edit the code and save it to disk, if desired.

If you want to remove existing blue dots, press the *Delete* key.

Appendix A   Shortcuts

The following table lists various special shortcuts you may find useful when working with Adobe GoLive.

Layout

⌘ + =		Command-dragging from selected text or any object creates a new link to a destination in the Site Window or another document window.
option +		Option-clicking with subsequent drag & drop copies text and links within a page.
control + =		Control-clicking a link jumps to the link's destination. The cursor assumes the shape of a hand.
		The cursor control keys move a selected item across the layout grid, stopping before the item being moved can overlap other items. (You can select most items by clicking at the top.)
option +		While the Option-Key is pressed, the cursor control keys move the selected item across the layout grid one pixel at a time.
		Clicking a color field in an Inspector window brings the Color Palette to the front. Dragging a color from the Color Palette and dropping it onto the color field colors the object associated with the Inspector.
		Moving the mouse cursor over the color swatches in the Color Palette turns the cursor into a pipette. Dragging the pipette over the screen extracts the color below the current cursor position.
		To create a hyperlink via Point & Shoot, drag from the Point & Shoot button in the Inspector to the desired object in the Site Window and release the mouse button when the object highlights.
		To select an image via Point & Shoot, drag from the Point & Shoot button in the Basic tab of the Image Inspector to the desired image in the Site Window and release the mouse button when the item highlights.
⌘ +		To select a page you want to appear in a frame, Command-drag from the frame to the desired page in the Site Window and release the mouse button when the item highlights.

Text

option +	←·· or ··→	Moves the cursor to the next word to the left or right.
⌘ +	←·· or ··→	Moves the cursor to the beginning or end of the current line.
shift +	←·· or ··→	Extends or reduces the current selection.
shift +	return	Inserts a line break instead of a <P> tag.
control +	—	Control-Dash generates a <WBR> word break tag, enabling the browser to hyphenate the word at the point of insertion.
option +	return	Generates a list item without a bullet or number.
⌘ +	return	Generates a list item with extra wide line spacing.

Site Window

⌘ +	⁂ cursor	= 🔍	Command-clicking an item in the Site Window shows the file in the Finder.
control +	⁂ cursor	= ⓘ	Control-clicking an item in the Site Window shows the Finder Info window.

Site View

control +	⁂ cursor			Control-Clicking zooms into the Site View.
control +	option +	⁂ cursor		Control-Option-Clicking zooms out of the Site View.
⌘ +	✎			Command-dragging between two pages in the Site View creates a generic link.
option +	✎			Option-dragging from a page in the Site View creates a generic page that is linked to the first page.

Document

option +	✎	Option-dragging duplicates a selected object.
⌘ +	D	Selects the Don't save button when closing a window.

Timeline

Deletes selected keyframe.

The right, left, up, and down cursor keys select the next, first, and previous keyframe.

Enter plays a scene beginning at the current time cursor location.

0 (numerical keypad) stops scene playback.

Command-clicking a time track creates a new keyframe.

Option-dragging duplicates a keyframe.

Command-clicking the Actions Track creates an action placeholder.

Option-clicking an action on the Actions Track duplicates the action.

Backspace deletes the selected action.

Control-dragging the keyframe furthest to the right scales the animation while maintaining the relative time positions of all keyframes on the same time track.

Table

Command-dragging adds cells and rows to a table.

Control-dragging resizes the table interactively, showing its content.

The Asterisk key on the numeric keypad adds a column at the current insertion point.

The Plus key on the numeric keypad adds a row below the current row.

The Delete key deletes the current column.

Shift-Delete deletes the current row.

| | | Shift-Right Arrow spans columns, joining the current cell with the cell to the right. Shift-Left Arrow undoes the column span. Shift-Down Arrow joins the current cell with the cell below. Shift-Down Arrow undoes the row span. |

shift   ↑ ← ↓ →

Tab moves the text cursor to the next cell to the right.

tab

Shift-Tab moves the text cursor to the next cell to the left.

shift   tab

Control-Tab switches from text entry to cell selection mode.

control   tab

Return switches from cell selection to text entry mode.

return

Database

Option-dragging duplicates the selected item.

option

Style Sheets

Option-clicking inline styles or div styles for the same selection in the Text Inspector stacks the styles.

option

Shift-option-clicking inline styles or div styles enlarges/doubles the style for the selected text

shift   option

Window

Option-clicking disables the invisible magnetic grid used for positioning Adobe GoLive's windows.

option +

Control-clicking the Palette, Inspector, or Color Palette window collapses that window to an icon and moves it to the right edge of the screen.

control

Appendix B Visual Index

The following table lists the icons in Adobe GoLive's *Palette* and points out where to find more information.

Icon   **Page Reference**

Icons in the Body Tags Tab

This is the Layout Grid icon.
A description appears on page 111.

This is the Layout Textbox icon.
A description appears on page 120.

This is the Floatbox icon.
A description appears on page 212.

This is the Table icon.
A description appears on page 137.

This is the Image icon.
A description appears on page 149.

This is the Plugin icon.
A description appears on page 202.

This is the Java Applet icon.
A description appears on page 196.

This is the ActiveX Control icon.
A description appears on page 218.

This is the Line icon.
A description appears on page 167.

This is the Horizontal Spacer icon.
A description appears on page 170.

This is the Java Script icon.
A description appears on page 185.

This is the Marquee icon.
A description appears on page 224.

This is the Comment icon.
A description appears on page 182.

This is the Anchor icon.
A description appears on page 175.

This is the Line Break icon.
A description appears on page 183.

This is the Start Tag icon.
A description appears on page 173.

This is the End Tag icon.
A description appears on page 173.

Icons in the Forms Tab

This is the Form icon.
A description appears on page 447.

This is the Submit Button icon.
A description appears on page 451.

This is the Reset Button icon.
A description appears on page 452.

This is the Button icon.
A description appears on page 474.

This is the Input Image icon.
A description appears on page 465.

This is the Label icon.
A description appears on page 475.

This is the Text Field icon.
A description appears on page 456.

This is the Password Field icon.
A description appears on page 458.

This is the Text Area icon.
A description appears on page 459.

This is the Check Box icon.
A description appears on page 455.

This is the Radio Button icon.
A description appears on page 454.

This is the Popup Menu icon.
A description appears on page 463.

This is the List Box icon.
A description appears on page 462.

This is the File Browser icon.
A description appears on page 468.

This is the Hidden icon.
A description appears on page 461.

This is the Key Generator icon.
A description appears on page 467.

This is the Fieldset icon.
A description appears on page 477.

Icons in the Header Tags Tab

This is the Is Index icon.
A description appears on page 484.

This is the Base icon.
A description appears on page 485.

This is the Keywords icon.
A description appears on page 487.

This is the Link icon.
A description appears on page 488.

This is the Meta icon.
A description appears on page 489.

This is the Refresh icon.
A description appears on page 491.

This is the Comment icon.
A description appears on page 494.

This is the Script icon.
A description appears on page 495.

Icons in the Frames Tab

This is one of the Frame Set icons.
For more information on this icon and other frame sets, see page 432.

Icons in the Site Tab

This is the Generic Page icon.
A description appears on page 621.

This is the URL icon.
A description appears on page 621.

This is the Address icon.
A description appears on page 621.

This is the Color icon.
A description appears on page 621.

This is the Font Set icon.
A description appears on page 621.

This is the File Group icon.
A description appears on page 621.

This is the URL Group icon.
A description appears on page 621.

This is the Address Group icon.
A description appears on page 621.

This is the Color Group icon.
A description appears on page 621.

This is the Font Set Group icon.
A description appears on page 622.

Icons in the DHTML Tab

This is the Date & Time icon.
A description appears on page 235.

This is the Button Image icon.
A description appears on page 236.

This is the Component icon.
A description appears on page 241.

This is the URL Popup icon.
A description appears on page 245.

This is the Action Item icon.
A description appears on page 246.

This is the Inline Action Item icon.
A description appears on page 248.

This is the Browser Switch Item icon.
A description appears on page 249.

Icons in the QuickTime Tab

This is the Video Track icon.
A description appears on page 384.

This is the Effect Track icon.
A description appears on page 388.

This is the Sprite Track icon.
A description appears on page 401.

This is the Sound Track icon.
A description appears on page 413.

This is the Music Track icon.
A description appears on page 413.

This is the HREF Track icon.
A description appears on page 416.

This is the Chapter Track icon.
A description appears on page 419.

This is the Text Track icon.
A description appears on page 423.

Appendix C   Creating Actions

Overview

Adobe GoLive actions, a feature of Adobe GoLive Professional Edition, are built-in scripting components which allow you to easily add interactivity to your web pages. Actions are powered by JavaScript, a common and widely standardized Web scripting language. Adobe GoLive's actions can be easily added to pages without knowing anything about JavaScript, simply by dragging and dropping in an intuitive fashion. Because actions use JavaScript, applying an action will add code right into your HTML document.

Adobe GoLive actions are also editable and extensible. You can edit the existing actions or create your own to develop even more powerful or custom solutions. If you have some experience with JavaScript, this document provides the information you will need to edit or create your own actions in Adobe GoLive. Depending on the complexity of the actions you would like to create, a basic to advanced level JavaScript knowledge is required.

Adobe GoLive Action Types

Since actions use JavaScript, they can be triggered by any number of user initiated events. Events are things like clicking a mouse, moving a mouse, double-clicking, pressing a key, or even just loading a page. Each of these types of events has an associated event handler which is used to trigger the script. In Adobe GoLive there are three main types of actions, characterized by the types of events which can trigger them.

Onload Event Actions

Onload event actions are triggered when a Web page first loads, before any user interaction occurs. These actions will execute before any other actions in the document. To add an onload action, insert an action icon from the CyberObjects tab of the Adobe GoLive Palette window. Dragging the icon from the palette into the header region of your page sets the action to trigger when the page loads. This type of action can only be added to the header and will automatically add the "onload" event handler into the <Body> tag. Use this type of action only when you want something to happen when the page first loads.

The Adobe GoLive Palette Window

The Action icon

The Action icon button after it has been dragged into the head region of the Layout view

The Inspector window with a text link highlighted and the Action tab displaying

Once you place the action object into your page, clicking it will reveal the action popup menu in the Inspector window where you can define which action you would like to occur. Once you place the action object into your page, clicking it will reveal the action popup menu in the Inspector window where you can define which action you would like to occur.

Link Actions

Link actions are actions which are applied to hyper-linked items and triggered by some type of interaction with the link. Several types of events can be made to trigger these types of actions.

To add a link action to your page you first need to create and highlight a link (on a picture or text) and switch to the Actions tab in the Inspector window. You should see a list of events on the left side of the Inspector window. If you haven't highlighted a hyper-linked item no events will show up since events can only be triggered on a link. This is because link actions are initiated by a JavaScript event han-

dler, which can only reside in the <A> tag of a linked item. If you want to add a link action without making the hyperlink actually go to another page, you can either make the link to the same page or enter the "#" sign in the URL field.

Supported Events:

5   MouseClick – triggers an action upon a single mouse click

6   MouseEnter – triggers an action when the mouse pointer is moved over a link

7   MouseExit – triggers an action when the mouse is moved away from a link

8   DoubleClick – triggers an action when the user double-clicks a link

9   MouseDown – triggers an action when the user holds the mouse button down while the cursor is over a link

10 KeyUp – triggers an action when the user releases any key

11 KeyDown – triggers an action when the user presses any key

12 KeyPress – triggers an action when the user presses or holds down a key

TimeLine Editor Actions

A third way to add actions is to use the TimeLine Editor. Actions can be added to the action track of the Timeline editor by command-clicking on the action track. Unlike the previous two actions, Timeline actions are not triggered by event handlers but rather by the timeline sequence, depending on where the action is located in a given sequence. In this way you can initiate time based actions or actions which interact with a given scene.

Actions can be added into the action track of a timeline by command-clicking in the track

action track

Actions that Ship with Adobe GoLive

The following actions ship with Adobe GoLive Professional Edition.

Adobe GoLive 4.0

- Get Form Value
- Get Floating Box Position
- Preload Image
- Random Image
- Set Image URL
- Go Last Page
- Goto Link
- Navigate History
- Open Window
- Document Write
- Open Alert Window
- Set Status
- Drag Floating Box
- Flip Move
- Move By
- Move To
- Play Scene & Stop Scene
- Play Sound & Stop Sound
- Show Hide
- Stop Complete
- Wipe Transition
- Netscape CSS Fix
- Resize Window
- Scroll Down, Left, Right, Up
- Set Back Color
- Condition
- Action Group
- Call Action
- Call Function
- Idle, Intersection, and Timeout
- Key Compare
- Variables
- Declare Variable
- Initi Variable
- Read Cookie

- Test Variable
- Set Variable
- Write Cookie

Creating Your Own Actions

Overview

Adobe GoLive allows you to easily create and edit action files with familiar Adobe GoLive tools. Actions are actually HTML files, not just code snippets, which reside in the Adobe GoLive application folder (Modules:JScripts:Actions). Any file placed in the Actions folder will appear when you select the action popup menu in Adobe GoLive. Adding or deleting a file from this folder will add or delete it from the action popup menu. If you are using Adobe GoLive 4.0, you can organize the actions however you like within hierarchical subfolders, so long as these folders remain within the Actions folder. Any subfolders will appear as hierarchical menus in the actions popup menu. Version 3.0 does not have the ability to display hierarchical menus so they can only be placed at the top level of the Actions folder. During start-up, Adobe GoLive scans the Actions folder to determine which actions to load. If you make any changes to the content of the Actions folder it will not be reflected in Adobe GoLive until the program is quit and restarted. Note: Adobe GoLive is extremely sensitive to errors in actions files, if Adobe GoLive crashes after you add a new action, the action file most likely contains errors in syntax or structure. Simply remove it from the Actions folder and restart Adobe GoLive. For this reason it's best to edit action files outside of the Actions folder until you are sure they are finished and properly coded.

Adobe GoLive actions generally use the extension .action. You'll need to use the .action extension in version 3.0, but it's not required in 4.0 even though it's a good idea to use this extension to maintain backwards compatibility. Adobe GoLive merely looks for the presence of a <csactionclass> tag in the document to verify that the file is a valid action. To open an action file in Adobe GoLive you will need to add the .action extension to your filename extensions in the *Preferences* in order for Adobe GoLive to open action files in the layout mode instead of text mode. To do this open up the *Preferences* (command-y), click on *General,* and in the field next to Filename Extensions add a comma to the last entry, followed by action without a space. So it should read something like, "html,htm,action"

Changing the Action Icon

The action icons which appear in the popup menu in Adobe GoLive are based on the finder icons of the action files themselves. Icons which appear in the action pop-up menu can be changed by changing the finder icon of the action file. You can change the file's icon through ResEdit or by copying and pasting the icon of another file into the appropriate actions file. This can be accomplished by copying and pasting the icon from the "Get Info" windows of each icon within the Finder.

Anatomy of an Action File

Unlike Script files (.scpt extension), actions contain more than just JavaScript code. An action file is an actual Adobe GoLive HTML file which allows you to modify the content of the actions Inspector window, as well as the types of parameters that the user can enter. Below is a diagram indicating the different components of a Adobe GoLive action file. All actions must contain these basic elements in order to function properly. You'll notice that many of the items in this page are familiar Adobe GoLive components such as custom tags, JavaScripts, layout grids, etc. In this way you can edit the content and behavior of your action in a familiar Adobe GoLive way.

Now let's look at an another example. The alert.action file is a fairly simple action file containing the basic elements of a Adobe GoLive action. You'll find it in the Message subfolder of the Actions folder. Open the folder now (if the file opens as a text file, you'll need to add the action extension to your Filename Extensions in the *Preferences*.

Action Title

This is the title of your action. It is an optional component and you can use any name like. This title only appears in the action layout window.

Action Tags

Adobe GoLive needs special tags to identify an action, to create the parameter controls and to generate the JavaScript code. These tags are not optional. Because these are custom tags, they appear as blue rectangles in the layout mode. Clicking them reveals the attributes

and values associated with the tags. The values are intended to be edited while the names should be left as is.

\<csactionclass\>

The \<csactionclass\> tag identifies the action by creating a class object which Adobe GoLive loads at start-up. When Adobe GoLive launches, it searches the actions folder for all class objects so that it can display them in the actions popup menu. You must use an opening and closing \<csactionclass\> tag in order for the action to register properly. This tag is not optional.

The \<csactionclass\> tag has four attributes, plus a fifth one used with Adobe GoLive 4.0. Clicking on the tag will reveal its attributes in the Tag Inspector.

Click on the <csactionclass> tag to reveal the Tag Inspector for this item

CSACTIONCLASS Attributes and their meanings:

- <u>NAME</u>: The name which will appear in the Actions popup menu.
- <u>FUNCTION</u>: The name of the JavaScript function which will be called when the action is triggered. The name is arbitrary but must correspond to the function name in the JavaScript code. In this example the JavaScript function is CSOpenAlert(), the function which will initiate the Alert box. Note that you do not include the parentheses here
- <u>NSVERSION</u>: Supported version number of Netscape browser. It is up to you to determine thelowest supported browser version number and enter it here. The number is used by the Browser-Switch script and also displayed in the Actions Inspector window.
- <u>IEVERSION</u>: Supported version number of Internet Explorer browser. It is up to you to determine the lowest supported browser version number and enter it here. The number is used by the BrowserSwitch script and also displayed in the Actions Inspector window.
- <u>ACTIONTYPE</u>: Identifies the type of Action based on the number value for this attribute. This tag is not included in this particular example file.

More about the *ACTIONTYPE:*

1. Standard Action
2. Action Container (an Action which does nothing on its own, but only points to other actions)
3. Condition Action (returns a value of TRUE or FALSE)

Adobe GoLive uses the ACTIONTYPE to enable/disable menu items in the action popup menu. The Condition Popup menu only displays actions of type "3". The main action popup displays only actions of type "1" and "2". Action menus which are included in a "GLAction-ConditionParam" or "GLActionGroupParam" only display actions of type "1" to avoid nested actions. An action which contains a "GLActionGroupParam" or "GLActionConditionParam" must be set to "ACTIONTYPE = 2" (action container attribute) to work correctly!

If there is no ACTIONTYPE defined (as in this case), Adobe GoLive will handle the action as a Standard Action type.

<csactionparam>

This tag is used to identify and control the user interactive components of the Inspector window that comes up when a given action is chosen. By inserting the appropriate parameter type, you can add things like input boxes, pull-down menus, browse buttons, etc. into your action Inspector window, and pass values entered in these fields to your JavaScript code for processing. The <csactionparam> tag is optional and can be omitted where no user input is needed for an action. Adobe GoLive 4.0 ships with 13 different parameter types.

Click on the <csactionparam> tag to reveal the Tag Inspector for this item

Adobe GoLive Parameter Types

- GLActionStringParam
- GLActionBoolParam
- GLActionNumParam
- GLActionEnumParam
- GLActionLayerParam
- GLActionLayerPosParam
- GLActionImageParam
- GLActionURLParam
- GLActionColorParam
- GLActionPlugInParam
- GLActionSceneParam

Adobe GoLive 4.0 supports scrolling-enabled *Inspectors* that help developers build a clean, easy-to-use graphical user interface for complex actions with multiple parameters. If you create an action that requires multiple controls (text boxes, checkboxes, etc.) in the *Inspector*, you can now enable scroll bars by adding a new attribute to the <CSACTION> tag in the .action file:

- HSCROLL: *Inspector* has horizontal scroll bar.
- VSCROLL: *Inspector* has vertical scroll bar.
- SCROLL (or HSCROLL plus VSCROLL: *Inspector* has both scroll bars.

Parameter Types for Adobe GoLive 4.0

- GLActionGroupParam
- GLActionConditionParam

In the case of the Alert.action example, the <csactionparam> item enables the text string input by the user into the message window to be read by the JavaScript code. There are two attributes of the <csactionparam> tag

CSACTIONPARAM Attributes and their meanings:

NAME:

Parameter name. This name can be arbitrariliy chosen but must exactly match the parameter name of the associated field in the layout box. In this example the value is "msg", you'll notice that the name of the box in the layout grid is also "msg", these two values must be identical.

TYPE:

Type of parameter. The Parameter Types are predefined values which allow you to add common elements like pulldown menus, check boxes, text entry fields, etc. into the dialog box. There are a total of 13 possible parameter types which you can use.

Parameter Types and Their Associated Inspector Elements

GLActionStringParam

Editable Text Field
Example: Alert.action

Hello World

GLActionBoolParam
Standard Checkbox
Example: FlipMove.action

Anim ☑

GLActionNumParam
Editable Text Field for Numbers
Example: FlipMove.action

Ticks 🗲 60

GLActionEnumParam
Popup Menu Control
Example: WipeTransition.action

Transition [Wipe In From Left To Right ◆]

GLActionLayerParam
Popup Menu Control (lists all Layers of the current document)
Example: FlipMove.action

Floating Box [Layer ◆]

GLActionLayerPosParam
Control to define a position of a layer.
Example: FlipMove.action

Pos1 [16] [130] [Get]

GLActionImageParam
Popup Menu Control (lists all named images of the current document)
Example: SetImageURL.action

Image [picture ◆]

GLActionURLParam
Control to define a URL.
Example: SetImageURL.action

Link [Media/Images/Beach.gif]
@ [Browse...]

GLActionColorParam
Control to define a Color.
Example: SetBackColor.action

Background Color [ ]

GLActionSceneParam
Popup Menu Control (lists all scenes (Timeline) of the current document)
Example: PlayScene.action

Scene [Scene 1 ◆]

GLActionStringParam

Editable Text Field
Example: Alert.action

```
Hello World
```

GLActionPlugInParam

Popup Menu Control (lists all named plugins (only Audio!!) of the current document)
Example: PlaySound.action

Name bwv848

GLActionGroupParam

Special Control to choose unlimit-ed numbers of Actions.
Example: Group.action

Actions [+] [−]

[?▾] ? None

GLActionConditionParam

Special Control to choose Condi-tion Actions. Condition Actions can return TRUE or FALSE.
Example: Condition.action

Condition | True | False

[?▾] ? None

JavaScript Source

The JavaScript source icon contains the JavaScript code which gets executed by the action when it runs. You can include any number of JavaScript code snippets in this area, either creating your own or including some of the .scpt files included in the actions folder. To edit the JavaScript, double-click on it to bring up the script editor and reveal the source code. Note that imported .scpt file includes are protected and cannot be edited in the script editor, you must edit the .scpt file directly. Scripts which you create from scratch can always be edited in this mode.

In this example double clicking the script icon reveals the following code:

function CSOpenAlert(action) { alert(action[1]); }

Analyzing the script we realize that the function name used is identical to the one defined in the <csactionclass> function attribute value. It is required that these two values be identical in order for Adobe GoLive to correctly use the script. This function in turn calls a second function, alert() which brings upthe alert box. Because we've included the array "action[1]", this tells the script to look at the value of the first parameter <csactionparam> as determined but what has been input into the associated parameter field. This array contains the actual value of the parameter the user inputs, in this case the alert string text entered in the "msg" box. In this way all parameters defined by the <csactionparam> tag become arrays which can be referenced by their array number in any function. The first array, or action[0] (JavaScript is zero-based), refers to the function itself and should not be used. Thus, an action utilizing 4 parameters would use action[1] – action[4] to reference the parameters. This will be made more clear in the self-paced examples later on.

Layout Grid

The Layout Grid provides a way to build your own Inspector windows for Adobe GoLive actions. If you look at the Inspector box for the Alert action, you'll see how the layout grid corresponds to the contents of this window.

The layout of the Inspector window can be set up in the layout grid. Compare the lower part of this window with the layout grid of the Open Alert Action

Customizing the Dialog Box Further

You can customize this window further by adding additional elements. Make a copy of the alert.action file and name it something like test.action. Now open the file in Adobe GoLive where you will alter its contents.

Try clicking on the field containing the text "Message". You'll notice the Action Control Inspector comes up and lists this as a Static Text item whose name is "Message". You can change the text listed here by changing its name. Now click on the blank entry field and you'll see this is listed as a Param Name. The Param Name corresponds to the <csactionparam> tag above. Anything entered in this field will become an array value which gets passed to the JavaScript code. In this example any string input here can be referenced in the script by the array value "action[1]".

Now expand the layout grid vertically so that it measures about 75 pixels high. Option-click on the "Message" text and drag it to the bottom of the grid so that it makes a duplicate copy (note you must duplicate these elements, you cannot just drag in a new text box). Change the type from Static Text to Info Text and the name of the message to: "This action brings up an alert box". Info Text allows you to include textual information in the dialog box. This is a good way to instruct the user about the action or provide annotation.

Action Tutorials

There are two ways to create a new action:

1 Using an existing action file.

- Duplicate an existing action file and rename it.

- Make any changes you need and save it.

- Put this action file into the action folder or into a subfolder.

2 Using a template action file (a template file is included in Adobe GoLive).

- Duplicate and rename it.

- Make any changes you need and save it in the actions folder .

Tutorial #1: Goto Previous Page Action

Now we will create a very simple but useful action which uses a single JavaScript function and requires no parameter inputs. This is the simplest kind of action and can be repeated with any type of JavaScript function. In this case we will use history.back(), a built –in JavaScript method which causes the previous page in the browser to load when the action is triggered.

Step 1.

The first thing you need to do is to duplicate an existing action file and rename it. Adobe GoLive 4.0 includes a template folder with a blank action ready to duplicate. Also in Adobe GoLive 4.0 you can create a new subfolder in the actions folder and call it "test" or some other unique name. With version 3.0 you can just put the file in with the rest of the actions in the actions folder. With this example you can just duplicate the alert.action file into the appropriate folder and rename it PreviousPage.action. You can change the icon later. Open the file in Adobe GoLive to begin editing it.

Step 2.

> The next step is to give the action a new Title. Remember the title can be anything you like, this title will only appear in the layout view. Try something like "Go Previous URL Action".

Step 3.

> Next you need to define the action class. Click on the <csactionclass> tag to bring up the tag inspector and view its attributes. The first attribute is NAME. The NAME can also be anything you like, but this is the name that will appear in the Adobe GoLive actions pop-up menu. Try "Go Last Page". At this point if you quit and restart Adobe GoLive you would have a new action entitled "Go Last Page" in the actions menu.

Step 4.

> The next attribute is FUNCTION. This value must correspond to the name of the function in your JavaScript code. Since you haven't written the code yet you can make up a function name now, as long as you repeat it later in the code. Try "CSGoBack1". You don't need to use the first two letters CS, the included actions only use this to make the function names more unique to avoid the possibility of creating duplicate function names.

Step 5.

The final two attributes are the Netscape and Explorer supported browser versions. If you're creating your own actions, you'll have to determine for yourself which browsers will support the code you are using. In the case of this action, the history.back() method is supported by Netscape 2 browsers and above and IE 3 browsers and above (you'll have to determine this on your own by testing your code in each browser). Enter the number 2 into each field. Now you have defined your action class object

⚠ Important note: at this basic level the action will not perform any browser checking and may produce errors with earlier unsupported browsers. This is dependent on the behavior of the JavaScript code itself. It is possible to do browser checking, but this requires extra coding and can be accomplished with the inclusion of an if() statement at the beginning of the script which checks the User Agent or appVersion of the browser. It's good practice to design your actions so they are well behaved In all browsers, in others words, where the script doesn't work, it should be ignored by the browser and not produce any errors.

Since this script won't require any user input, it won't need a <csactionparam> tag. Delete this tag from the page. Now you have only an opening and closing <csactionclass> tag, the minimum required for an action file.

Step 6.

Now it's time to put in your JavaScript code. You do this by double-clicking on the code icon to bring up the Script Editor. Replace the existing code with the following:

function CSGoBack1() { history.back() }

With all Adobe GoLive actions, you embed your JavaScript code between the two curly brackets of the initial function. In this case the initial function is: CSGoBack1() {}

This code is an example of a very simple script which uses no arguments, thus it requires no parameter values. For info on how parameters work see the next example.

Step 7.

The last step in creating this action is to modify the layout grid for the dialog box content. Since there are no input fields you can delete the "msg" field and change the "message" field to an Info Text type using the pull-down menu in the Action Control Inspector. Now you can include a message for the user by typing it into the name field, something like "Use this action to return to the previous URL".

After you save your action you'll be ready to apply it in Adobe GoLive. Remember you need to restart the application in order for you new action to load into Adobe GoLive and appear in the actions menu. If on restarting the application, Adobe GoLive crashes or you get an error message, it means there's an error in your action file. Just remove the action from the folder and restart. Adobe GoLive 4.0 will also generate an error message and a log file listing the offending action.

Tutorial #2: Resize Window Action

Now you will create a slightly more complicated action, one that requires input values and passes this info to the JavaScript code for handling.

Step 1.

Duplicate an existing action and this time save it as, ResizeWindow.action

Step 2.

Change the action title to Resize Window Action

Step 3.

Now define the action class. Click on the <csactionclass> tag to bring up the tag inspector and view its attributes. The first attribute is NAME. In this example you will enter "Resize Window" as the value.

Step 4.

Now you'll define the FUNCTION. Enter "ResizeWindow", which will correspond to the function you'll create for the JavaScript in step 7, ResizeWindow().

Step 5.

Since the resizeTo() method only works in 4.0 browsers, you should enter 4 for both the Netscape and IE versions for the next two attributes.

Step 6.

This action uses two parameters or arguments, one for the width of the new window, and one for the height. The actual JavaScript function you'll use is window.ResizeTo(x,y), where x stands for the new width and y the new height. What you want to create is a dialog box that let's the user enter in the new width and height directly into the inspector.

The way this is accomplished is by using the <csactionparam> tag. Click on the first <csactionparam> tag to view its attributes.

There are only two attributes here, but numerous possible values. For the NAME attribute you will need to pick a name which will correspond to the field where the user will enter that value. So in this case you will enter "x" for width. The TYPE attribute allows you to define the type of dialog box element the user will use for input. If you look back at the list of parameter types you'll see that an editable text field for entering numbers is the GLActionNumParam. Enter this as the value for the TYPE attribute.

Now you'll need a second <csactionparam> tag to correspond to the height field. Copy and paste this tag to duplicate it, then highlight it to bring up the Tag Inspector. Now you just need to change the NAME attribute value to "y" and leave the TYPE as is since this will also be an editable number field.

Step 7.

In this step you will enter the JavaScript code. First rename the script to "Resize Window Script" and double-click on it to open up the JavaScript editor. Enter in the following code:

```
function CSResizeWindow(action) {
window.resizeTo (action[1],action[2])
}
```

In this example you include two array values, action[1] corresponds to "x" and action[2] corresponds to "y". So essentially you are saying, when the CSResizeWindow () function executes, execute the function window.resizeTo(x,y), where "x" is the value en-

tered for width and "y" is the value entered for height. Had you entered a width and height of 640 by 480, the code would evaluate as:

```
function CSResizeWindow(action) {
window.resizeTo (640,480)
}
```

Now here comes the caveat! Welcome to the world of cross-browser JavaScripting.! If you test the preceding script in Netscape 4 on Mac and PC it works fine. In IE4 on the PC it works fine but on the Mac it doesn't do anything. Worse, in the 3.0 browsers the script will generate an error. While not executing the action might be tolerable, generating an error is not, so you'll now add some code to prevent errors in earlier browsers. As a rule, you should carefully design your actions so that they don't generate errors in any browser, this holds true for both Mac and PC platforms. And of course the more browsers you action works with the more useful it will be to the end user.

Since the script only produces errors in 3.0 browsers, you need to add a statement which instructs the script to execute only if the user is surfing with a 4.0 or above browser. For earlier browsers the script will just be ignored. For this we can use the appVersion property to determine the browser version and include this in an if () statement. Any function included in the curly brackets of this script will only execute if the browser version is greater than or equal to 4:

```
if (navigator.appVersion.charAt(0) >=4 { }
```

So you would then modify the script to:

```
function CSResizeWindow(action) {
if (navigator.appVersion.charAt(0) >=4 {
window.resizeTo (action[1],action[2])
}
}
```

Step 8.

The last step in creating this action is to modify the layout grid for the Inspector content. You'll need two input fields corresponding to width and height. These fields will hold the values of x (action[1])and y (action[2]). Click on the existing input field to bring up the Actions Control Inspector. Choose Param Name from the pulldown menu and name it "x" (no quotes). Now duplicate the tag using option-drag or copy and paste. Change the name on the copy to "y". You can also add the descriptive text by clicking on the descriptive text field and choosing "Static text" from the pulldown menu. Static text is text which doesn't change, in this case you will have two fields, one which says width and the other height, directly to the left of the input fields.

Annotating your Actions

Adobe GoLive allows you to further customize the display of the Inspector window to provide more imformation about the action to the end user. You can add static text, informational text, or an image with an associated URL right into your action layout grid. All of these items are selectable in the Actions Control Inspector pulldown menu

You can select the type of annotation from this pulldown menu

Static Text

Static text is used to label the entry fields or components added to the layout grid. They appear static and cannot be altered by the end user. In the previous example, the words height and width were created as static text. Static text appears in bold in the Inspector.

Info Text

Info text is simply text you add to provide information about the action. You could add a comment such as, "This action generates a random image when added to a page". Info text appears non-bolded in the Inspector

Copyright banner

It is also possible to add an image to your layout and link it to a URL. This is useful if you'd like to add a company logo to get credit for creating the action and providing a link to your company website. To add an image just drag an image icon from the Palette onto your layout grid, select an image and attach a URL to it in the Image Inspector.

Difference between Actions and Scripts

CyberObjects are built-in script components available in the Palette window. Though you can edit the code behind these objects, the objects themselves are hard-coded into Adobe GoLive and cannot be added or deleted from the program

You may notice that Adobe GoLive also includes some built-in Scripts, which are somewhat similar to Actions. These are scripts such as the URL Popup or Browser Switch item in the CyberObjects section of the Palette window.

Adobe GoLive Scripts differ from Actions in several ways. Take a look at the Jscripts folder to see how these are organized.

Here you will see the organization of Adobe GoLive script and action files. Adobe GoLive Script files are JavaScript snippets saved with the .scpt extension. Adobe GoLive actions are HTML files which include several components and usually use the .action extension. Open up the file UPMain.scpt in the URLPopup folder. You will see that it only contains the JavaScript code for the URLPopup menu item:

```
function CSURLPopupShow(formName, popupName,
target) { var popup = document[formName].ele-
ments[popupName]; window.open(popup.op-
tions[popup.selectedIndex].value, target);
popup.selectedIndex = 0;
}
```

This is the actual JavaScript code that is used when you place an URLPopup object into a web page. Adobe GoLive will fetch the code from this file and place it into your HTML. If you want, you can modify this code with your own JavaScript, and Adobe GoLive will use this code instead. As long as you create valid code and save it in the correct location with the proper extension, you can customize a script file however you like. However, a big difference between scripts and actions is that if you create new scripts they do not show up automatically in Adobe GoLive. New scripts can only be accessed by referencing them from within actions or from within other scripts. The CyberObjects available in the Adobe GoLive Palette window are hard coded in C++ and can not currently be extended.

Conclusion

You should now be familiar enough with Adobe GoLive actions that you can begin experimenting with and creating your own actions. Once you create your own actions, you can also distribute them to other users to utilize.

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